

## Applying for Diversity Credit for a Study Abroad Course

### To the student:

The purpose of this form is to help you apply for diversity credit for appropriate courses you taken while studying abroad. Your application must be submitted during the semester after you return from studying abroad.

### What this packet contains:

- a. this page of instructions;
- b. the current criteria for World and US Diversity courses;
- c. an application for Diversity Credit for a Study Abroad Course.

### What you will need:

- a. a syllabus and other material that will give the review committee a good idea of the course you have taken;
- b. a brief written explanation of why, in your estimate, the course you have taken meets the criteria for either World or U.S. Diversity;
- c. the completed application on the last page of this packet.

### What you will do:

Return to the Study Abroad Office:

- a. the completed application on the last page of this packet, including your explanatory statement (item 9 on the application sheet);
- b. the supporting materials requested (syllabus, etc.).

### What to expect:

- a. The Study Abroad Office will forward your application to the same faculty committee that reviews Fairfield University courses for diversity credit. The committee will consider your application at its next regular meeting.
- b. The Study Abroad Office will inform you of the committee's decision.
- c. If the committee's decision is negative you will also be informed of the reason for the committee's decision.
- d. If you choose to appeal a negative decision by the committee you may submit a revised application to the Study Abroad Office, which will be reviewed by a different faculty committee.
- e. The Study Abroad Office will inform you of the result of your appeal, which will be final.

## Diversity Requirements

### *U.S. Diversity*

In order to help students develop a critical consciousness of self and society all undergraduates are required to select one course that gives significant treatment to aspects of diversity and pluralism in U.S. society. Such courses will explore in a systematic manner connections among race, class, and gender, and will examine issues of privilege and difference in U.S. society. Additional aspects of diversity – including religion, sexual orientation, and ethnicity – may also be considered.

Depending on their subject area or disciplinary field, a course might include:

- A. an interdisciplinary theoretical approach to the material;
- B. study of the various and possibly conflicting ways difference has been understood and represented;
- C. use of primary sources of a personal and experiential nature, such as memoirs and autobiography, which give voice to a multiplicity of perspectives and points of view.

Issues of diversity should be addressed in assigned readings, class activities, and/or specific assignments, and in the learning outcomes of the course.

### *World Diversity*

In addition to the U.S. diversity course, a world diversity course is required of all undergraduates. This course focuses on a non-Western culture or society, exclusive of Europe and the United States, and their literary, artistic, musical, religious, philosophical, political, economic, or scientific traditions. Though courses primarily emphasizing North American and European topics will not count toward this requirement, courses focusing on Native American, Russian, and pre-Columbian or Latin American cultures can meet the requirement. Core language courses do not meet this requirement while literature and culture courses may satisfy it. Moreover, such a course will not emphasize international relations or business relations vis-à-vis Europe or the United States.

At least 50% of the course's content should focus on non-Western issues and/or perspectives. The course should help students appreciate the subjective perspective of non-Western people. To the extent it is possible material from non-Western authors should be included in course readings. The course should show evidence that students critically engage a non-western perspective. Courses focusing on Australia and/or New Zealand are typically excluded.

Application for Diversity Credit for a Study Abroad Course  
(please type)

1. Student Name: \_\_\_\_\_ Class: \_\_\_\_\_

2. ID Number: \_\_\_\_\_ E-mail: \_\_\_\_\_  
LAST FIRST

3. School at Fairfield: \_\_\_\_\_

4. Course number and name: \_\_\_\_\_

5. School where course was taken: \_\_\_\_\_

6. Professor's name: \_\_\_\_\_

7. Dates during which course was taken: \_\_\_\_\_

8. Diversity credit sought (check one):  World Diversity  US Diversity

9. Provide in an appendix a copy of the course syllabus and other material that will give the review committee a good idea of the course you have taken. The syllabus should include lists of topics covered, course readings, and other assignments.

10. On a separate sheet briefly explain how the course you have taken meets the requirements for World Diversity or US Diversity found on the previous page in this packet. Indicate which course topics, readings and other assignments are pertinent to the requirements. (Comparison with an existing Fairfield University course is insufficient.)

Student signature: \_\_\_\_\_ Date: \_\_\_\_\_

Committee chair signature: \_\_\_\_\_ Date: \_\_\_\_\_

Approved \_\_\_\_\_ Not approved \_\_\_\_\_

## Applying for Diversity Credit for Study Abroad Courses

### flowchart

1. The Study Abroad Office informs all students who study abroad that they have the option of seeking World or US Diversity credit for appropriate courses taken while abroad.
2. An interested student requests an application for diversity credit from the Study Abroad Office.
3. The student returns the application for diversity credit, along with requested materials, to the Study Abroad Office.
4. The designated person in the Study Abroad Office forwards the application for diversity credit to the chair of the relevant Diversity Committee.
5. At a regular meeting the relevant Diversity Committee reviews the student's application and votes whether the course may be used to fulfill the relevant diversity requirement.
6. If a majority of the Diversity Committee votes to approve the application the chair of the Committee informs the designated person in the Study Abroad Office. The designated person in the Study Abroad Office notifies the student, the appropriate associate/assistant dean in the student's school, and the Registrar's office.
7. If a majority of the Diversity Committee does not vote to approve the application the chair of the Committee informs the designated person in the Study Abroad Office of its decision, and the reason for it. The designated person in the Study Abroad Office notifies the student of the Committee's decision and its reason, and reminds the student that s/he may appeal the decision by submitting a revised application.
8. If a student chooses to appeal a negative decision the designated person in the Study Abroad Office forwards the revised application to the chair of the relevant Diversity Committee, which will review it at its next scheduled meeting.
9. If the Diversity Committee approves the revised application the chair of the Committee informs the designated person in the Study Abroad Office. The designated person in the Study Abroad Office notifies the student, the appropriate associate/assistant dean in the student's school, and the Registrar's office.
10. If the Diversity Committee rejects the revised application the chair forwards the revised application to the Undergraduate Curriculum Committee. At a regular meeting the Undergraduate Curriculum Committee reviews and votes on the student's application, and informs the chair of the Diversity Committee of its decision. The chair of the Diversity

Committee informs the designated person in the Study Abroad Office of the Undergraduate Curriculum Committee's decision, which is now final. The designated person in the Study Abroad Office notifies the student and, if necessary, the appropriate associate/assistant dean in the student's school, and the Registrar's office.

11. The Study Abroad Office will maintain a list of courses and their instructors approved for Diversity credit. Once approved, a course may be used by other students for Diversity credit provided that it is taught by the same instructor. If a student petitions for Diversity credit for a course and instructor that have already been approved the designated person in the Study Abroad Office will inform the appropriate associate/assistant dean in the student's school, and the Registrar's office that the student should receive Diversity credit for the course.

12. Once a particular course and instructor been approved for Diversity credit the designated person will inform the appropriate associate/assistant deans and the Registrar's office that all other students who have taken this course with this instructor in the same semester are also to be awarded Diversity credit.