

What to do to sign up for WAC Certification in Winter:

1. Speak to your Chair to be sure he or she thinks you're a good candidate. Discuss the Spring 20__ **course** you want to work on during the certification training.
 - You must be teaching the course in Spring.
 - It must meet for at least 3 hours
2. Download and fill out the application form (see below).
3. Attach hard copy of your current syllabus for the course. Note: you must already have taught this course **at Kingsborough** at least once.
4. Send or bring application with attached syllabus to: Prof. Gordon Young, E309.

If you are already teaching on a writing intensive basis and would like to become certified without training, consider Option C.

Contact person: Prof. Kate Garretson, English Department.

WRITING ACROSS THE CURRICULUM
Certification Seminar and Piloting and Option C

APPLICATION FORM

Please fill out this form and attach the syllabus for the course you intend to make more reading and writing intensive. Submit to: Communications, E309, Prof. Gordon Young, Chair.

Your name:

Your home telephone number for emergencies:

Which course will you revise during the Winter and then pilot during the Spring?

- The course must be at least a 3 credit course.
- You must have taught this course at least once at KCC.
- You must be scheduled to teach it Spring semester and your department has designated it writing intensive with a cap of 25 students.

Note: Once designated, with students enrolled, it is difficult to cancel this section.

NUMBER AND NAME of the course (i.e. SOC 31 Introduction to Sociology)

I am a full-time, tenure-track faculty member. _____ Yes _____ No
If no, what is your current status?

I have discussed my participation with my Chair and _____ Yes _____ No
I have his or her support.

I WOULD LIKE TO PARTICIPATE DURING WINTER 20__
(Please check one and submit this form with your current course syllabus attached):

_____ A. On-campus, face-to-face seminar. I am able to attend all 9 sessions, will post assignments to a blog, and submit a draft course portfolio of revised work by mid-February.

_____ B. Online tutorial. I am able to do this work between December and February and I have the online skills and discipline to work independently on a personal blog. I understand the reading and writing assignments of the tutorial will take at least 50 hours and I must maintain a schedule for module completion that allows me to interact with others online in a timely fashion. I will submit a draft course portfolio by mid-February.

_____ C. I intend to assemble a final certification course portfolio according to WAC requirements. I understand I will not receive compensation and I do not have to pilot the course. After receiving certification, I may teach any of my sections/courses on a writing intensive basis.

Note: An orientation session will be held in December on Reading Day. Please note the day on the college calendar and hold it. You will have the opportunity to meet all the other participants, take possession of your blog(s).