

Writing Intensive Course Certification, Checklist, and Rubric

To certify a course as Writing Intensive, please submit a copy of your syllabus to Dr. Gamie at sgamie@lincoln.edu. When preparing your course, please ensure that it covers the WI course checklist and meets the five criteria listed in the Writing Intensive course rubric. The Writing Committee will review the syllabus. If it meets the five criteria for Writing Intensive courses as outlined in the Writing Intensive course rubric, it will be certified as Writing Intensive. Once the course is certified, it will receive its W course designation and will be added to the WPP website WI course list. Please see the WI Course Checklist and Rubric below:

Writing Intensive Course Checklist:

To receive the W certification, the syllabus/course must meet the following checklist:

- Have **writing assignments** (such as essays, response papers, reaction pieces) as an integral part of the course
- Provide opportunities for students to receive instructor **feedback** and opportunities to revise their work
- Assign a major component of the **course grade** to written assignments
- Explain the **writing-intensive nature** of the course in the syllabus and contains a **schedule** for writing assignments and revisions
- Have at least one **rubric** created for grading writing assignments

Recommendation:

It is recommended that W courses provide opportunities for students to **reflect** on their writing and their intellectual growth.

WI course assessment Rubric:

	2=Acceptable	1=Unacceptable
I.	Writing assignments are incorporated as an integral, ongoing part of the course, and the writing assignments are effectively integrated, structured, and sequenced in a way that helps students improve their writing.	Writing assignments are not incorporated as an integral component of the course; writing assignments are not structured and sequenced in a way that can help students improve their writing in any clear way.
II.	From the course syllabus and course assignments, it is clear that students have opportunities to receive constructive criticism on drafts, and the opportunity to revise their work, particularly drafts of longer projects.	From the course syllabus and course assignments, it is unclear whether students have opportunities to receive constructive criticism on drafts, or the opportunity to revise their work, particularly drafts of longer projects.
III.	As stated in the course syllabus, written assignments are a major component of the course grade. The course syllabus clearly and amply explains the writing-intensive nature of the course and contains a detailed schedule for writing assignments and revisions.	Written assignments are not a major component of the course grade. The course syllabus does not explain the writing-intensive nature of the course and does not contain a schedule for writing assignments and revisions.
IV.	The Writing Intensive course has at least one rubric created for grading writing assignments and the rubric is distributed to the students before the writing assignments are due.	The Writing Intensive Course has no rubric, and thus no rubric is distributed to the students before the writing assignments are due.

If you have any questions about the certification process, please email rsaunders@lincoln.edu, wdonohue@lincoln.edu, or sgamie@lincoln.edu.