

**WRITING REQUIREMENT FOR GRADUATE CANDIDACY
(WRGC)**

**Jeffrey Thompson and Francisca Beer
October 21, 2015**

Dear Colleagues,

The Office of Graduate Studies is implementing the Writing Requirement for Graduate Candidacy (WRGC) per the Faculty Senate (**FAM 841.97 [http://senate.csusb.edu/FAM/Policy/\(FSD15-01\)Grad_Writing_Req.pdf](http://senate.csusb.edu/FAM/Policy/(FSD15-01)Grad_Writing_Req.pdf)**). The WRGC applies to graduate students enrolled in a master's program and must be satisfied before a graduate student is classified or advanced to candidacy, based on both the Program and the Office of Graduate Studies' discretion.

Programs shall submit to the Office of Graduate Studies (OGS) notice of the candidates' satisfaction of the WRGC, and the OGS will maintain a record thereof. Programs that gain approval for their WRGC plan may specify for which admission cycle candidates shall be held to the Program's WRGC.

The Program shall determine the manner by which a student satisfies or does not satisfy the WRGC by requiring one of the four options below. Students shall:

- a. Take an existing 306 course and attain a grade of B or better; or
- b. Achieve an acceptable standardized test score, such as the Analytical Writing subtest of the Graduate Management Admission Test (GMAT) or the Graduate Record Examination (GRE), or the CSUSB Writing Requirement Exemption Exam (WREE), as determined by the Program; or
- c. Complete a Program-specific intensive course with a grade no lower than a B-; or
- d. Submit a paper(s) that receive(s) a passing score as described below. The Program shall determine which faculty member(s) will evaluate such a submission.

Each graduate Program shall have a remediation protocol for admitted graduate students who do not satisfy the WRGC on their first attempt. The Program shall specify the maximum number of attempts that students may be allowed to satisfy the WRGC. The Program shall file its respective WRGC and remediation protocol with (OGS) for approval. Upon approval, the Program shall provide the OGS with annual aggregate student WRGC performance data by the end of September for the previous academic year. Until such time as the Program's WRGC is approved by OGS, candidates will be held to the existing Graduate Entrance Writing Requirement policy.

Sincerely,

Dr. Jeffrey Thompson
Dean of Graduate Studies

Dr. Francisca Beer
Associate Dean of Graduate Studies

<h2 style="text-align: center;">Previous Policy</h2>		<h2 style="text-align: center;">New Policy <small>(effective immediately)</small></h2>	
<p>Previous Graduate Entrance Writing Requirement (Waiver)</p>	<p>The requirement can be satisfied through <u>one</u> of the following:</p> <ol style="list-style-type: none"> 1. The CSUSB 306 Course completion with a grade of “B” (3.0) or better. 2. The Writing Requirement Exemption Exam (WREE). 3. Upper-division writing requirement (UDWR) tests taken at other CSU’s. 4. Completing an equivalent course at another university with a grade of “B” (3.0) or better. 5. Published scholarly articles. 6. A major study or report written for an employer. 7. GMAT score of 5.0 or higher. 8. GRE score of 5.0 or higher. 	<p>Current Graduate Entrance Writing Requirement</p>	<p>The requirement can be satisfied through <u>one</u> of the following:</p> <ol style="list-style-type: none"> 1. The CSUSB 306 Course completion with a grade of “B” (3.0) or better. 2. The Writing Requirement Exemption Exam (WREE), GMAT or GRE. 3. Program-specific writing intensive course. 4. A paper that receives a passing score according to the approved rubric.
<p>Graduate Writing Requirement</p>	<ol style="list-style-type: none"> 1. Thesis or Project 3. Comprehensive Exam 	<p>Graduate Writing Requirement</p>	<ol style="list-style-type: none"> 1. Thesis or Project 3. Comprehensive Exam

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- a. An existing 306 course with a grade no lower than a B or better must be attained.

ENG 306. Expository Writing for English

- “Advanced expository writing including documented research reports, summaries and analytical papers. Revision and rewriting will be required. Course fulfills the graduation requirement in writing proficiency. No more than one of the Expository Writing courses (EDUC 306, ENG 306, HUM 306, MGMT 306, NSCI 306, SSCI 306) may be taken for credit. Students who have received a grade of no credit in any combination of the expository writing courses two or more times must meet with the 306 coordinator or a designee to design a developmental writing plan as a condition for enrolling for a third quarter. All students must obtain junior status at the time of registration or their course request will be cancelled. Formerly ENG 495. Graded A, B, C/no credit” (pg. 187, 2015-2016 Bulletin of Courses).

- b. The student must receive the score determined to be acceptable by the Program.

GMAT¹

- The Analytical Writing Assessment section of the GMAT measures students’ ability to think critically and to communicate their ideas. A score of 5 satisfies the Graduate Entrance Writing Requirement (see FAM 841.3)

GRE²

- The Analytical Writing section of the GRE evaluates students’ critical thinking and analytical writing skills. It also assesses their ability to articulate and support complex ideas, construct and evaluate arguments, and sustain a focused and coherent discussion. A score of 5 satisfies the Graduate Entrance Writing Requirement (see FAM 841.3)

WREE

- The examination assesses students writing ability at the upper-division level, according to the writing proficiencies expected of those successfully completing an advanced expository writing course (306 class) at CSUSB. The test consists of a central question with several specific sub-questions, based upon readings selected from the collection, *A World of Ideas: Essential Readings for College Writers*, by Lee A. Jacobus, 7th ed.

- c. If a Program-specific writing intensive course is offered to satisfy the WRGC, the Program will file the course syllabus with the OGS for approval. The course syllabus should demonstrate a focus on writing in the discipline of study.
- d. A rubric provided by the Program for evaluating papers shall be used to evaluate the student’s writing performance. Program shall submit the rubric as part of its plan for candidates to satisfy the WRGC, showing how students are assessed and what minimum score is acceptable for satisfying the WRGC. **The FAM 841.97 provides information about the rubric.**

¹ Analytical Writing score reported on a 0–6 score scale, in half-point increments. Analytical Writing Top Percentiles: 99th percentile: 6.0, 96th percentile: 5.5; 92nd percentile: 5.0; 73rd percentile: 4.5; 49th percentile: 4.0 and 30th percentile: 3.5

² Analytical Writing score reported on a 0–6 score scale, in half-point increments. Analytical Writing GRE percentiles from 2011-2014: 99th percentile: 6.0, 98th percentile: 5.5, 93rd percentile: 5.0, 80th percentile: 4.5, 56th percentile: 4.0, and 38th percentile: 3.5

FORM-A

California State University, San Bernardino (CSUSB)
WRITING REQUIREMENT FOR GRADUATE CANDIDACY (WRGC)
PLEASE TYPE OR PRINT CLEARLY

Program: _____ Graduate Coordinator (Name): _____

Admission Cycle candidates are held to the new WRGC : _____

The student will satisfy the WRGC based on:

_____ A). The student will complete an existing 306 course and attain a grade of B or better.

_____ B). The student will achieve and score an acceptable standardized test score.

Test taken:

- GMAT
- GRE
- WREE

_____ C). The student will complete a Program-specific writing intensive course with a grade no lower than a B-.

Course number and title: _____	Course Grade: _____
<i>Please Attach the Course Syllabus</i>	

_____ D). The student will submit a paper(s) that will receive(s) a passing score according to the approved rubric.

Paper's Score(s): _____
<i>Please Attach the Program Rubric and the minimum score</i>

The program remediation protocol is: _____

Graduate Program Coordinator's Signature

Date

GS received by: _____

Processed by: _____

Informed Pg on: _____