

Holy Cross Health Professions Advising Committee

Form to explain meeting competency apart from standard class

(revised September 2015)

Background

If you took a class or used another experiment to meet a medical, dental, veterinary or other professional program outside of the normal requirement, the admissions committee may require you to document you met the competency acquired in the class.

Some examples of this may include

- Taking a class outside the English Department (e.g. Montserrat, Classics, etc.) to meet an English requirement. This is most easily done if the class meets our literature requirement.
- Taking a required class while studying abroad. This may require sending a letter attesting to the fact that it is equivalent to a Holy Cross course. Note this should not be done for basic laboratory sciences.
- Meeting a competency through professional experience. This will require a letter from your supervisor attesting that you have learned all the material in a standard course through the course of your work.

Instructions

Fill out the following spaces in this word document and attach documents that justify that you met the competency. For example, provide the catalog course description, syllabus, or letter from the instructor (a scan or photographic image is acceptable). If a letter is to be sent separately to justify your claim, please note this in the space. Include the completed form at the end of your committee packet in both hard copy and PDF forms. If you have already submitted your materials for review send it to the office as supplementary material.

Your name:

| Requirement | How you met the competency | Justification |
|--|-----------------------------------|---|
| <i>Example: second semester of English</i> | <i>CLAS 120 Mythology</i> | <i>Please see attached catalog course description</i> |
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