

Undergraduate W & C Course Workflow

Undergraduate W & C Course Requests are considered part of our curricular processes and therefore must be presented to and pass the Galveston Academic Advisory Council (GV AAC) before moving forward to the University Writing Center.

W & C: New W & C requests should be initiated through CARS. However, at this time, re-certification for W & C will remain in PDF format using the forms found here: [Writing Center Faculty Forms for Re-Certification](#)



* W & C Course Request: GV AAC Committee Preparer to e-mail signed paperwork to: GV Committee Chair, Department Head and the Departmental Administrative Support. Department Head to route to TAMU University Writing Center.

For more information, please refer to the [TAMUG Undergraduate W & C Course Approval Process](#) and also visit <http://writingcenter.tamu.edu/Faculty/W-C-Course-Facts>.