

Petition for RooWriter Writing Assessment Exemption

Candidates for all baccalaureate degrees must take the UMKC RooWriter Writing Assessment before they have completed 90 credit hours. Incoming transfer students with more than 90 credit hours must take the RooWriter by the end of their first semester of enrollment. Undergraduate students may take the RooWriter at any time while enrolled at UMKC as a personal diagnostic, but it will only satisfy the undergraduate graduation requirement after a student has completed Discourse II (or equivalent). Undergraduate students who already have earned a bachelor's degree from a regionally accredited institution are exempt from the RooWriter requirement.

The purpose of the RooWriter Writing Assessment is to provide students with evaluation of their writing and advice about how to improve their writing skills. This assessment also will offer instructors and administrators information about how to improve the teaching of writing at UMKC. The RooWriter is offered any time online. Students should visit the RooWriter website for contact information, writing improvement resources, and other general information.

Please note that students are not eligible for exemption from the RooWriter Writing Assessment if any of the following conditions are true:

- You did not take the RooWriter Writing Assessment at least a month before registration opens for any course that lists the RooWriter as a prerequisite.
- You did not take the RooWriter Writing Assessment at least a month before you were scheduled to graduate.
- You had computer problems during the time that you tried to take the RooWriter Writing Assessment.
- You were not aware that UMKC requires students to take the RooWriter Writing Assessment.

Process for submitting a RooWriter Writing Assessment Exemption Petition:

1. Complete the RooWriter Writing Assessment Exemption Petition form.
2. Attach supporting, official documentation that demonstrates serious and compelling reasons to justify your exemption.
3. Submit the petition and documentation to the Coordinator of Writing Assessment at roowriter@umkc.edu.
4. All decisions will be made by the Coordinator of Writing Assessment, and you will be informed of the decision by the Coordinator of Writing Assessment within a month of submitting a petition.
5. If an exemption is granted, the Coordinator of Writing Assessment will send all documentation to the Registration & Records office for processing and inclusion in your UMKC Student Record.

Step 4: Coordinator of Writing Assessment review and submission

_____Approved

_____Denied

Coordinator of Writing Assessment signature_____ Date_____

If an exemption petition is approved, this form and student documentation will be submitted to the Registration & Records Office by the Coordinator of Writing Assessment.

Registration & Records Office use only:

Process exemption.

Processed by _____ Date_____

(8 October 2013)