

Upper Division Writing Proficiency Exam Policy

(Approved December 15, 2010)

The University has implemented the CSU Trustee Policy for the Writing Skills Graduation Requirement for all Upper-Division students. All students must pass the Upper Division Writing Proficiency Examination (UDWPE) as a requirement for graduation.

1. Undergraduate students are encouraged to attempt the UDWPE as early as possible after completing 56 units and meeting the Lower Division writing requirement. Students must take the UDWPE no later than the semester in which 75 units are completed. Students who have not taken the UDWPE by the completion of 75 units will have a registration hold placed on their subsequent registration.
2. The UDWPE shall consist of an essay on an assigned topic evaluated by the faculty.
3. The evaluation criteria shall include: 1) a demonstration of analytic skills, (2) use of relevant evidence to support an argument, (3) effective organization, (4) use of standard English grammar, diction and mechanics.
4. Transfer students are encouraged to take the UDWPE as early as possible after being admitted for transfer. Transfer students must attempt the examination no later than the semester in which 75 units are completed. Transfer students coming into the university with 75 units already completed must attempt the examination during their first semester at CSUN.
5. Students who fail the exam shall be permitted to repeat the examination. However, before repeating the exam, it is recommended that students take further steps to improve their writing skills by contacting the Learning Resource Center or completing an appropriate writing course.
6. Administrations of the examination will be announced on CSUN's UDWPE and Testing Center websites.
7. The examination will be scheduled at least five times within an academic year.
8. Students may register for the exam at University Cash Services.

According to CSU policy, certification of graduation writing competence shall be transferable from one CSU campus to another.