

GUIDELINES FOR FACULTY – ACCELERATED DIVISION II PETITIONS

Division II is considered to be a four-semester long undertaking. Under exceptional circumstances, students who have demonstrated outstanding accomplishment in their Division II studies may, with faculty support, petition for an accelerated Division II. They must do this in the anticipated final semester of their Division II. Students must be able to demonstrate not only that they will have **completed the equivalent of four semesters worth of work** in their Division II, but also that their **work rises to an exceptional level**, and that they are ready for Division III, including having **commitments from a Division III committee**.

Students must complete the application form available at the Center for Academic Support and Advising and secure written support from both Division II committee members and likely Division III committee members. The full application must be submitted to CASA no later than **October 1** when the fall is the anticipated final semester of Division II or **March 1** when the spring semester is the anticipated final Division II semester. Petitions will be heard by the Academic Deans (School Deans, the Dean of Faculty, the Dean of Advising, and the Dean of Curriculum and Assessment).

Once an application is obtained, students will solicit their committee to write on their behalf. (Letters from faculty can be submitted in confidence directly to CASA, either to Stana Wheeler (swheeler@hampshire.edu) or Rachel Rubinstein (rrubinstein@hampshire.edu). If you are asked to write such a letter, please consider these guidelines:

GUIDELINES FOR LETTERS OF SUPPORT FOR ACCELERATED DIVISION II

Div II Faculty

- Has this student fulfilled their contract (met their goals, made excellent progress on the questions they asked, developed the requisite skills for their field, taken the courses they outlined, etc., as you deem necessary)?
- Is their Division II work at an exceptional level? To simply be considered in good academic standing, students should enroll in and complete successfully at least three courses a semester. This is a *minimum*. Deans have indicated that the accelerated Division II is not for students who have met a minimum requirement and that it should not simply be based on the number of courses, but the quality of the work must be of the highest standard (i.e., 5C grades should be As, evaluations must be excellent, students should have put together a strong portfolio with insights into what they have accomplished and what their next work should be in Division III).
- Financial stresses cannot be a reason to want to pass early; this process is an academic appeal, not a financial one.
- The Division II should be exceptional, but the student should also be ready to move on to Division III. Is the student ready for the independent work of Division III and have they put a committee together? That is, are they ready to hit the ground running in Division III?

Div III Faculty

Students also need letters of support from two likely Division III committee members (at Hampshire). These faculty (if different from the Division II committee) should address the student's Division III proposal. Is the proposal feasible? Is the student well prepared to undertake the proposed project? Are there any concerns about this student being able to complete Division III in the next two semesters? Division III requires at least two full semesters of enrollment. There is no accelerated process for Division III.