

PETITION FOR COGNATE APPROVAL

Department of Human Development and Family Studies

Description of the Cognate:

A cognate is an integrated academic or research experience, planned with an academic advisor and approved by the Director of Undergraduate Advising in consultation with the HDFS Undergraduate Program Chair, which is completed in lieu of the Field Placement (HDFS 488). The cognate serves to build knowledge and competency in specified areas related to the student's professional goals. Specific courses or blocks of courses assist in the exploration or preparation for clearly identified career goals or directions. Cognates can be beneficial for students with previous relevant experience in their concentration area such as: early childhood, health care, or human services work, prevention and intervention programming, or leadership. In some cases, students have significant experience in the field and defined interests and therefore will benefit from defined blocks of courses related to a minor, interdisciplinary program, or a self-built focus.

Criteria for the Cognate:

- **A cognate consists of a minimum of three upper division (300 and 400 level) courses and requires a minimum of 9 credits.** An approved cognate is completed in lieu of HDFS 488- Field Placement.
- At least two of the cognate courses must be given a letter grade (a grade of at least a C is required); one course may be graded as pass/fail.
- The student must be currently enrolled in or have completed HDFS 277 before the cognate petition can be submitted.
- A student must petition for a cognate well before the designated registration access time, if petitioning during the semester in which he or she would otherwise register for the field placement. The deadline is the Registrar's individual course withdrawal deadline the semester prior to the student's graduating semester (i.e., the fall Withdrawal deadline if the student is graduating in May or August; the spring Withdrawal deadline if the student is graduating in fall).
- If students began the HDFS major prior to fall 2015 and are graduating under the program of study that includes the Career Interest requirement, they must select courses for the cognate that include at least 6 credits of HDFS coursework, or must have 6 elective credits of HDFS coursework.
- Students, who began the HDFS major during or after the fall 2015 semester or who have elected to graduate under the program of study that includes the concentrations, must include at least 3 credits of HDFS coursework in their cognate petition.
- Previously completed coursework of up to 6-credits may be included in the petition; no courses may double count for other HDFS major requirements.
- **After completing all three parts of the petition, which are outlined on the second page of this document, students must return all materials to their academic advisor for review and guidance on any necessary editing before the petition is submitted to the Director of Undergraduate Advising.**
- **See Advising Information to Guide Student Petitions for Cognate on the last page of this document for additional guidelines.**

Student Information:

Student Name _____ ID# _____ Phone #: _____

CSU Email: _____ HDFS Advisor _____

Career Goal/Concentration: _____

I intend to complete all degree requirements and graduate in: Semester: _____ Year: _____

Minor (if any): _____

PART ONE:

Proposed Cognate Courses

Course #	Title	Credits

PART TWO:

As part of the Cognate Petition, students must submit a minimum two-page double-spaced essay that details the rationale for the cognate. The paper must be professionally and academically written. Petitions submitted without this paper will not be considered.

This rationale must articulate the following four parts:

- 1) Why the student is choosing a cognate AND why it is more beneficial than an internship/fieldwork experience to the student in regard to his/her career goal (not personal timeline for graduation, conflicting responsibilities, etc.).
- 2) How previous and current HDFS coursework has prepared the student for his/her career goal (support with theories and/or concepts learned in class).
- 3) Description of all proposed cognate courses and how each will prepare the student for his/her career goal and meet the cognate criteria (listed previously).
- 4) A detailed explanation about the 200+ hours of previous experience that fulfills the student's fieldwork experience in his/her concentration and/or career interest area. This description should address how the previous experience relates to the student's career interest or concentration.

PART THREE:

Students must attach and submit a letter on professional letter head, signed by a previous or current supervisor, that indicates the type of experience the student has already gained and the number of hours completed along with the approximate dates of completion. A minimum of 200 hours of relevant professional experience is required for consideration. Petitions submitted without this letter will not be considered.

****Student Signature: _____ Date: _____**

Advising Information to Guide Student Petitions for Cognate

Any Cognate should be given careful consideration. Cognates should not compromise the integrity of the HDFS degree or the quality of the student's education. The purpose of a cognate is not to expedite students' graduation, but to allow them greater opportunity to maximize their educational experience.

A Cognate:

- must be identified by the student, discussed with and reviewed by his or her advisor, and approved by the Director of Undergraduate Advising in consultation with the Undergraduate Program Chair.
- is appropriately identified during or after participation in HDFS 277 Professional Skills Development I.

In order to identify a Cognate, students must:

- **Meet with your HDFS academic advisor to determine if the cognate is appropriate.**
- **Complete a Petition for Cognate Approval Form along with an essay delineating the rationale for the cognate and the required documentation of experience; submit all to your Academic Advisor.**
- **Once the cognate has been reviewed by your Academic Advisor as well as the Director of Undergraduate Advising and Undergraduate Program Chair you will be notified of the outcome (Approved, Not Approved, or Approved w/ Conditions) via your CSU email account (eID@rams.colostate.edu).**

The Petition for Cognate Approval Form is then filed in the student's permanent file. If approved, the exception will be indicated in the student's Degree Progress Audit (DPA) in RAMweb.

***Be sure to provide a clear rationale for each course or series of courses in the cognate. The rationale presented should be related to the student's academic and career goals. Wanting to graduate "on time" is not sufficient.**

A note on verbal agreements: Verbal agreements between advisor and advisee do not constitute an approved cognate.

Appropriate cognates include:

- Courses leading to a professionally relevant learning experience outside of HDFS required courses.
- HDFS research experience, for example: advanced statistics, advanced research methodology, and research with faculty.
- Semester Abroad/International experience (if professionally relevant).
- Courses fulfilling requirements for a minor.

Advisor Signature: _____ Date: _____

Student's HDFS Advisor will sign this before submitting it to the Director of Undergraduate Advising for consideration.

REVIEW OF PETITION: Date petition was reviewed: _____ Reviewer's initials: _____

OUTCOME: Approved: _____ Not Approved: _____ Approved w/ conditions (see attached): _____

Date student was emailed of outcome: _____ Date cognate exceptions were created in student's DPA: _____