

STATE BOARD FOR TECHNICAL AND COMPREHENSIVE EDUCATION

PROCEDURE

PROCEDURE NUMBER: 3-1-103.1

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TITLE: COURSE LEVELS POLICY

POLICY

REFERENCE NUMBER: 3-1-103

**DIVISION OF
RESPONSIBILITY:** ACADEMIC AFFAIRS

DATE APPROVED: March 26, 2019

DATE OF LAST REVISION: March 26, 2019

I. SECONDARY/DEVELOPMENTAL EDUCATION

- A. These courses are designated as developmental education with the numbering system of 010 through 099 in the statewide catalog of approved courses (CAC).
- B. Institutional credits are awarded for these courses, but the credits do not count toward graduation in any degree, diploma, or certificate.
- C. These courses are designed to upgrade basic academic skills for entry into a credit curriculum program.
- D. If the competency level of the student in reading, English, or mathematics is below the minimum competency expected to enter credit courses, the student will be provided instruction in an appropriate developmental course.

II. POSTSECONDARY/NON-DEGREE CREDIT COURSES

- A. These courses are numbered 100 or above and designated as non-degree credit courses in the statewide catalog of approved courses (CAC).
- B. Credit for these courses may be awarded for graduation in diplomas and certificates only.
- C. These courses are designed to prepare students for entry-level degree credit courses.

III. POSTSECONDARY/DEGREE CREDIT COURSES

- A. These courses are numbered 100 through 499 in the statewide catalog of approved courses. (Courses within this numbering system that are not degree credit courses are designated as non-degree credit courses in the statewide catalog of approved courses.)
- B. Credit for these courses is awarded to meet requirements for graduation in a baccalaureate degree, associate degree and may be applied toward a diploma or a certificate.
- C. Credit for these courses may also be awarded for transfer to a senior college or university.