Policy AA-PRS-PO3

Courses Offered in Shortened Format

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I. Minimum Policy Requirements for Courses Offered in Shortened Format

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A. Any course meeting the definition of course offered in shortened format must have the advance approval of the appropriate academic dean or director.

B. In the event that the proposed course does not meet one or more of the following criteria, the request must be accompanied by a written justification.

1. The total scheduled class contact hours are approximately the same as the hours which would have occurred in a normal semester or summer session term course with the same credit hours and similar content.

2. The elapsed time of the course and the duration of each class session would permit a typical student to spend approximately the same amount of time in independent study and classroom time as if the course were a normal semester or summer session term course. 'Independent study' in this context is understood to mean sufficient time outside the classroom to assimilate the factual and conceptual material presented in the course.

3. The standards for admission, drop/withdrawal, and grading are substantially equivalent to similar courses taught in a normal semester or summer session term format.