

UNIVERSITY OF WISCONSIN – SUPERIOR

Policy Subject: **Course Numbering Policy (number AP1005)**
Cabinet Division: **Registrar's Office (Enrollment Management)**
Date Created: **9/26/10**

I. Background and Purpose

*Starting in 2011, a large number of UWS academic policies were looked at and revised or newly approved. A numbering system was created to indicate what year the policy was revised. In keeping with that practice, pre-existing policies that were not changed are being brought into the same format. Because they have been previously approved, a generic date of 9/26/10 is used as the date and policies will be assigned numbers starting with AP1001. Approvals are not necessary as they were approved prior to the date indicated above.

II. No constraints

III. Definitions

IV. Policy Statements

Course Numbering

Courses numbered 99 and below are considered non-college level and are referred to as remedial courses. These courses are not used to satisfy graduation or degree requirements. However, the grades earned in remedial classes are used in calculating term and cumulative grade point average. Remedial credits are also used in computing financial aid and athletic eligibility.

Courses numbered 100-299 are classified as lower-division courses. Faculty must assign D or F mid-term grades for all lower-division courses.

Courses numbered 300 to 499 are classified as upper division courses. A minimum of 36 upper-division credits are required for every bachelor's degree.

Courses numbered 500 and above are considered graduate-level courses. Students (in most cases) must be admitted as a graduate student to enroll in these courses.

The first digit of the course number generally indicates class level for which the course is intended. Students are not encouraged to enroll in more than one year above their class standing.

V. Policy Procedures

VI. Compliance

- 6.1 Approved by
- 6.2 No consequences.
- 6.3 Faculty, Department Chairs and Enrollment Management staff are aware of this policy change.

VII. Attachments

- 7.1 No attachments