



NORTH CAROLINA AGRICULTURAL AND TECHNICAL STATE UNIVERSITY

SEC. II-ALL: COURSES 5.0

COURSE NUMBERING

UNIT POLICY—ACADEMIC AFFAIRS

The course numbering policy is the first step in implementing a uniform system of course numbering at North Carolina A&T State University. It is intended to address the inconsistencies across academic units in the current numbering schema. In addition, it will align University courses with prevailing numbering systems throughout the University of North Carolina system and, generally, with other higher education institutions. It should clarify the exact level of course credits that are transferred from A&T to other institutions in the UNC system and outside of the system. It will also facilitate the placement of students into courses who are transferring into the University. The proposed course-level numbers are structured below. Course renumbering across all academic programs will be required once the policy has been approved. **If undergraduate and graduate courses need to be co-listed, then this can occur between 400- and 600-level courses. Undergraduates may take 600-level courses with senior status and a minimum 3.25 GPA or above.**

LOWER-DIVISION COURSES

100-199 level courses are intended primarily for freshmen. Upper division students may enroll in these courses. Graduate students may enroll in these courses with their advisor's approval, but they are not available for graduate credit.

200-299 level courses are intended primarily for sophomores. Certain classes are closed to freshmen who lack the designated prerequisites or whose majors are outside the unit offering the course. This information is available in the *Undergraduate Bulletin*, or from the student's academic advisor. Upper division students may enroll in these courses. Graduate students may enroll in these courses with their advisor's approval, but they are not available for graduate credit.

UPPER-DIVISION COURSES

300-399 level courses are intended primarily for juniors. Prerequisites and other restrictions should be noted before registration. Graduate students may enroll in these courses with their advisor's approval, but they are not available for graduate credit.

400-499 level courses are intended primarily for seniors and include capstone courses, study abroad, etc. Prerequisites and other restrictions should be noted before registration. Graduate students may enroll in these courses with their advisor's approval, but they are not available for graduate credit.

GRADUATE-LEVEL COURSES

600-699 courses are master's level courses open to all graduate students. Undergraduate students may take these with senior status and a minimum 3.25 GPA or above, or in special cases as part of an accelerated bachelors-master's program.

700-799 courses are master's level courses open to all graduate students.

800-899 courses are doctoral level courses open to all graduate students.

900-999 courses are doctoral level courses open only to doctoral students.

Each graded and non-graded course will be assigned to a faculty member. In particular, non-graded courses such as Special Topics, Seminar, Independent Study, Thesis, and Dissertation will associate a separate section with each faculty member.

COURSE PREFIXES

Prefixes will contain no more than four alpha characters. Departments should consult with the University Registrar when establishing courses which will require a course prefix other than the departmental abbreviations.

SUFFIXES

Assign suffixes for respective sections of: D = Distance Learning, H = Honors, G = General Education, L = Labs; S = Service Learning, and other special courses.

Date amendment is effective: June 2, 2014

First approved: August 2012

Revised: September 2013

June 2, 2014

Approved by the Chancellor