

## **500 Level Course Proposal Justification**

Departments planning to submit requests for new courses at the 500 level or requests to change the level of a course to 500 should be aware of the policy of the Graduate Council Curriculum Committee in regard to these courses.

1. For academic units that do not offer a master's degree, written statements from the department whose graduate students will use the courses in question should be attached to the curricular proposal forms. Included should be an indication of how the course will contribute to the students' graduate program, the number of graduate students likely to be involved, requirements for special handling of graduate students and similar issues.
2. For academic units that do offer a master's degree, information concerning how the course or courses under consideration will provide a graduate experience for graduate students should be included in the curricular proposal. For example, what does the department view as the role of the course on a master's degree program? Will graduate students enrolled in the course be identified and required to conduct themselves in a manner somewhat different from undergraduates?

## **900 Level Courses**

### **Policy adopted by the Graduate Council, March 7, 1991**

Courses numbered at the 900 level, except 997, are reserved for graduate courses in certain professional curricula as part of advanced certificate, credential, and licensure programs and are specifically intended for students admitted to the university with postbaccalaureate classified standing. Courses numbered at the 900 level are not applicable to other graduate programs.

## **Special Sessions - Definition and Courses**

*Definition:* Special sessions offered by San Diego State University consist of the Summer Sessions and at other special times as determined by the Dean of the College of Extended Studies and the Provost.

*Courses:* The development and administration of academic courses and programs as part of special sessions follow the same curricular and faculty approval procedures currently in force for resident programs at San Diego State University. With the exception of the X-01 through X-79 and X-397 numbered series which may be used for certificate programs only and must be approved by the respective units, courses offered may be selected from those included in the *General Catalog* and *Graduate Bulletin*. Topics courses (296, 496, 596, 696, Latin American Studies 580, Psychology 796, 886) and General Studies 250, 350, and 550 are subject to the same review process as those offered during the regular academic year.

## **X-01 through X-79 and X-397 Level Courses**

### **Policy adopted by the Senate, March 1984; Revised, February 1985, March 1988, and February 1994**

Courses numbered X-01 through X-79 and X-397 are professional development units offered only through Extension to meet specific academic needs of community groups. Courses at the X-01 through X-79 and X-397 levels are not acceptable for degree programs. All courses numbered X-01 through X-79 and X-397 will be processed according to the procedures established for the review and approval of new courses through the College of Extended Studies.

## **General Education Courses – Frequency of Offerings**

### **Policy adopted by the Senate, May 1983; Revised November 1998**

All General Education courses shall be taught at least once every three years at any San Diego State University campus. Any course not taught during this time shall be dropped from the General Education program.