



CHAPTER:	SUBJECT	POLICY #	Page 2 of 3
Academic Policy	Course Numbers	100-05-10	EFFECTIVE

IV. PROCEDURES:

- A. Courses will be numbered according to the policy (Section I) above.
- B. Students enrolled in basics skills classes will be assessed, and will pay a tuition surcharge. These classes will not be counted towards the hours required for a degree.
- C. Students wishing to enroll in a course number more than one level above their class rank must obtain permission from the instructor and the department chair.

V. RESPONSIBILITY:

- A. Students are responsible for enrolling in the appropriate level course, and for obtaining permission when required.
- B. Students are responsible for paying any applicable tuition surcharges associated with basic skills classes.
- C. Academic programs are responsible for numbering courses according to the policy above.

VI. AUTHORITY:

ASC General Catalog, 2006-2007

VII. HISTORY:

VIII. ATTACHMENTS: