

VII-3.5 UB Policy on Cross-Listing Undergraduate and Graduate Courses

Approved by UFS: 4/2/17

Approved by the Provost: 4/4/17

Implementation for: Fall 2017

Periodic review: at least once every three years

Area responsible: Academic Affairs

Policy is consistent with existing policies for particular programs. Impacts cross-listed courses and graduate advising for students entering with UBalt cross-listed courses.

Responsible Administrator: Provost, Deans

Policy Contact: Assistant Provost for Policies, Programs & IE, Office of the Provost

I. Rationale:

There may be times when particular content is to be introduced in both a graduate and an undergraduate program, and for various reasons including, but not limited to, availability of qualified faculty, availability of special resources, or enrollment, that it makes sense to cross-list a course at the undergraduate and graduate levels. In doing so, it is important for pedagogical and regulatory reasons that distinct criteria exist for undergraduate and graduate students in the course.

II. Policy Statements

- A. As appropriate to the topic and program, a course may be cross-listed as an undergraduate and graduate course. Cross-listing would follow the normal curriculum approval processes.
- B. The graduate version of a course must include for graduate students substantially more rigor with distinct assignments and a grading scale appropriate to graduate work.
- C. Expectations for graduate students are to be described on a separate syllabus or syllabus addendum from the undergraduate expectations.
- D. The graduate section may meet more often or without undergraduates in attendance.
- E. When a student enrolls in an accelerated bachelor's-master's program, a student may not earn credit for the graduate version of a cross-listed course for which the student already earned academic credit.
- F. Should a student enroll in a non-accelerated UBalt graduate program for which there is substantial overlap in content with courses the student already earned credit for in cross-listed courses at alt, then the student and program director will identify appropriate substitutions for courses already taken or determine if the passage of time and/or changes in content call for the cross-listed course to be repeated at the graduate level. In these cases, a dean's signature (or designee) is required to approve the substitution or repetition.