

Use of 496 and 499 Courses

Policy adopted by the Senate, November 6, 1984;

Revised May 13, 1986

The Undergraduate Curriculum Committee formulated the following statement to clarify the unique attributes of courses numbered 496 and 499. All departments across the campus should interpret these courses in a similar manner and offer their curricular presentations under the appropriate rubric.

A 499 number signifies a well-defined, one-of-a-kind special study usually on a topic or in an area not covered by a regular, titled catalog course. It may be offered only with the consent of the instructor and is intended only for an individual student who has demonstrated ability to work independently and who is clearly qualified to work at an advanced level in the discipline. The instructor is expected to meet with the student regularly and by schedule to plan, monitor, and direct progress. Standard grading procedures must apply as in all other university courses. The maximum credit applicable toward a bachelor's degree is nine units.

A 499 number should not be used in the following circumstances: to offer lower division coursework; to extend internships; to award academic credit in place of pay; for work experience; for classized groups.

The 496 number designates defined, selected topics not specifically treated in regular catalog courses. It may thus be used either as an experimental precursor to a new course proposal or as a vehicle to explore current interests through a standard course format, including syllabus, texts or bibliography, explicit procedure or methodology, and an appropriate student population. Unlike the 499 course, the topics course should be subjected to a reasonable departmental review for need, relevance, and substance, since it must pass a series of reviews before being included in the Class Schedule.