

THE UNIVERSITY OF NORTH CAROLINA AT ASHEVILLE
FACULTY SENATE

Senate Document Number 10613S

Date of Senate Approval 05/02/13

Statement of Faculty Senate Action

APC Document 91: **Add new course, SABR 000, Study Abroad or Study Away**

Effective Date: Fall 2013

1. Add: On page 279, new course, **SABR 000, Study Abroad or Study Away**

000 Study Abroad or Study Away (0-12)

Variable credit course used as a placeholder for students studying abroad or studying away in approved programs.

Impact: Having this placeholder course will change the procedure used by the Office of the Registrar when registering students for Study Abroad/Away. The single course will better facilitate the recording of student credit hours both in registration and in academic history. There is no foreseeable impact on the campus as a whole.

Rationale: Students are required to be full time when studying abroad/away in the fall or spring semesters. The creation of a variable credit course for 0 to 12 credit hours is needed for two main reasons.

1) Students need to be registered for the exact number of hours they anticipate taking regardless of the semester or term in which they study abroad/away:

Current procedures involve using the existing SABR special topics courses as placeholder courses, and the flexibility is limited. Multiple placeholder courses (SABR special topics courses) are currently being used to register students for the courses they will take. The addition of SABR 000 with variable credit will allow the Office of the Registrar to register students in a single course, and adjust the number of hours to accurately reflect how many credits the student plans to take (i.e. 12 hours in the spring or fall and a variable range for summer since it often varies by student). Setting up a single course with variable credit will eliminate the need to create multiple sections of SABR courses each term.

2) To allow for needed flexibility in recording credit hours upon the student's return:

The number of hours for which a student receives Fin Aid must match the number of registered hours. If aid is awarded for full-time enrollment (12 credits) in a Study Abroad/Away program, the student must be registered and billed for 12 credits.

The number of registered hours must also match the number of hours in academic history. Study Abroad courses are almost always assigned a grade of M (missing) because the transcript is

normally not received until well into the following semester. These M grades are rolled to a student's academic history at the end of the term in which they studied.

In some cases, when the final transcript is received, the student wasn't able to take all of the courses initially planned, or doesn't earn enough credit for full-time enrollment. When this happens, the total number of hours for which a student is registered must still remain at 12, even though the number of earned hours is less than 12. Having the SABR 000 placeholder course will allow us to award the actual earned credit, and then adjust the number of hours on the placeholder course to maintain 12 hours of registered courses in academic history.