



ACADEMIC AFFAIRS GUIDELINES

Section 1:	Courses and Curriculum: Guidelines and Procedures	
Title:	Experimental Courses	
Number (Current Format)	Number (Prior Format)	Date Last Revised
1.3	I.C.1	10/2018
Reference:		
Related Form(s):	AAC Form 1.3 – Experimental Course Notification Form AAC Form 1.4.B – Minor Course Modifications Annual Report Summary	

Approval Summary Quick View

Experimental Course ► VPAA ► ESC ► Annual Curriculum Report

1. The university Vice President of Academic Affairs (VPAA) will submit notification of experimental courses to the Enrollment Services Center (ESC) through the Experimental Course Notification Form.
2. A university is limited to offering an experimental course during a maximum of two (2) semesters over the course of two (2) academic years (an academic year is defined as a Fall semester and a Spring semester). Any additional offerings require submission and approval of a New Course Request.
3. Experimental courses require the use of an approved prefix for your university; new prefixes are not assigned for experimental courses.
4. Approved experimental course numbers include 199, 299, 399, 499, 599, or 699. Approved remedial experimental courses shall use 099.
5. If the university offers the experimental course by distance delivery, the university must complete the Distance Delivery Quality Assurance Process and list the course with the Electronic University Consortium (EUC).
6. Deletion of an experimental course occurs no later than two (2) academic years after the initial term offered and does not require the submission of a course deletion request.
7. A university may continue offering the course after the completion of its experimental period by submitting and receiving approval for a New Course Request.
8. Each university shall submit a list of experimental courses to the system Chief Academic Officer using the Minor Course Modifications Annual Report Summary form. The list of experimental courses is included in the Annual Curriculum Report to the Board of Regents at their October meeting.

SOURCE:

AAC December 2015; AAC May 2017; October 2018 (Clerical).