



ACADEMIC AFFAIRS GUIDELINES

Section 1:	Courses and Curriculum: Guidelines and Procedures	
Title:	Guidelines for Cross-Listed Courses	
Number (Current Format)	Number (Prior Format)	Date Last Revised
1.9	I.I.1	10/2018
Reference:	AAC Guideline 1.1 – Inactivation of Courses AAC Guideline 1.4 – Minor Course Modifications	
Related Form(s):	AAC Form 1.4.A – Minor Course Modification Request AAC Form 1.4.B – Minor Course Modifications Annual Report Summary	

1. Cross-listed courses differ in course prefix and are identical in every other aspect. Cross-listed courses have the same number, title, description, credit hours, prerequisite(s), corequisite(s), and CIP code.
2. The university Vice President for Academic Affairs and the system Chief Academic Officer (CAO) must approve variances to the guidelines in item 1.
3. To request the cross-listing of a course, a university should submit a Minor Course Modification Request form (AAC Form 1.4.A) and follow the procedures outlined in AAC Guideline 1.4 Minor Course Modifications.
4. Cross-listed courses are equated (considered the same course for degree completion) by default in the Student Information System (SIS). If a university wishes to unequate two cross-listed courses, they should:
 - 4.1. Submit a request to inactivate the cross-listing using the Minor Course Modification Request form (AAC Form 1.4.A) and follow the procedures outlined in AAC Guideline 1.1 Inactivation of Courses.
 - 4.2. Submit the appropriate new course request form.

SOURCE:

AAC December 2015; October 2018 (Clerical).