

**SHEPHERD UNIVERSITY
BOARD OF GOVERNORS
POLICY 16**

**TITLE : ASSIGNMENT of ACADEMIC CREDIT and FINANCING
NONCREDIT INSTRUCTION**

SECTION 1. GENERAL

- 1.1 Scope - This policy governs assignment of academic credit and financing noncredit instruction.
- 1.2 Authority - West Virginia Code § 18B-1-6, 18B-1-8.
- 1.3 Effective Date - March 21, 2006, Amending the January 10, 2002 Version of the Policy.

SECTION 2. POLICY

- 2.1 All courses and classes offered for academic credit must be acceptable toward a degree or certificate program(s) as approved by the Board and/or the institutionally-adopted general education program(s) as set forth in the University's *Catalog*.
- 2.2 Two exceptions may be made to this general policy:
 - 2.2.1 Those courses offered for remedial purposes in the basic academic skills areas;
 - 2.2.2 Certain specialized courses designed to meet the continuing education needs of public and private school personnel.
- 2.3 Courses and classes not qualifying for academic credit may be assigned C.E.U. value.
- 2.4 Except as may be specifically allocated or approved by the Board, no state appropriated funds may be utilized for the direct and identifiable costs of noncredit courses and classes. It is expected that course and class fees and/or contract or gift funds will cover all identifiable direct cost of noncredit courses and classes.