



Cross-Level Listing of Graduate and Undergraduate Courses

TAMIU

1/22/2024

Normally undergraduate and graduate courses are distinct from each other. There are circumstances in which academic programs may wish to teach certain graduate and undergraduate courses together. This policy provides explicit guidelines for offering cross-level listed courses. Cross-level listing refers to offering two courses, one undergraduate and one graduate, in the same time and place, generally with the same instructor. However, for cross-level listing, only the classroom experience is shared; the graduate course is expected to have distinct content and learning outcomes that are more advanced than the undergraduate course and identified in a separate syllabus.

Academic programs should offer distinct undergraduate and graduate courses. Prerequisites for each should be made explicit, using existing courses to the extent possible. However, when cross-level listings of graduate and undergraduate courses are deemed appropriate, academic programs will adhere to the following guidelines:

- A. Specific, unique expectations are provided for each course. Separate syllabi are established for each course, graduate and undergraduate.
 - Assessment measures such as exams, written assignments, computational exercises, etc. should delve more deeply into the content area and be more difficult or complex at the graduate level.
 - The expectations and learning outcomes of each course must be commensurate with the level of that course. For graduate students, these expectations and outcomes must include more advanced learning through additional, more sophisticated reading, research projects, course facilitation and/or experiential activities. These expectations must be clearly differentiated from expectations of undergraduate students and must be clearly documented in the syllabus.
 - The expectation for graduate students is not only that they will do a greater quantity of work, but that they will also do a greater quality (advanced) of work than undergraduate students.
- B. Prerequisites should be appropriate for both courses.

- A graduate course could require the same prerequisite as an undergraduate course, or, depending on the circumstances, a prerequisite might be required for only one level (e.g., either undergraduate or graduate). A graduate student, by virtue of having been admitted to a specific graduate program, may meet the prerequisite requirement automatically and be eligible to enroll.
- While the instructor can assess this, any prerequisites must be denoted in the student handbook.

C. Courses should be close, if not identical, in numeric designations.

Undergraduate and graduate cross-listing should occur within the context of general expectations about both cross-listing and course numbering.

- Only upper-level undergraduate courses (4xxx) and graduate courses (5xxx) may be cross-level listed.
- Undergraduate courses will not be cross-level listed with doctoral classes (6xxx).
- The course content for the undergraduate and graduate level courses must be sufficiently similar to warrant cross-level listing and to protect against undergraduate level students from enrolling in a course for which they are unprepared.

D. Course titles must be related, but do not have to be identical.

E. Courses not eligible or not approved for cross-level listing may not be co-located in the same classroom and taught together. They must be taught separately.

F. Faculty teaching cross-level listed courses must meet minimum requirements for teaching graduate-level coursework in the course discipline as required by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).

G. Teaching assistants (TAs) within cross-level listed courses must be graduate students.

RESPONSIBILITIES

Deans and their colleges are responsible for ensuring that departments comply with this policy and for maintaining documentation on the approval of cross-level listed courses. Deans of these units are also responsible for approving exceptions to this policy and maintaining documentation. The Provost has ultimate authority in applying this policy to courses submitted to semester schedules.