

Study Abroad Course Numbering

Policy

1. Every department and program will have a generic course number, X37, (for example, 337 and 437) available for faculty-led study abroad courses. The generic course number is a permanent course number analogous to Western's existing system for identifying independent study courses. The generic course number allows departments and programs a high degree of flexibility in introducing, modifying, and otherwise experimenting with faculty-led study abroad courses. In this respect, it is analogous to a "special topics" course number.
2. ACC prefers that departments and programs offer study abroad courses identified by a specific new or existing course number instead of the generic course number. The use of a specific course number indicates a longer-term commitment to inclusion of a specific study abroad course in the department's curriculum. Such courses would include study-abroad versions of existing campus-based courses, new courses designed solely for study abroad, or new courses designed with distinct campus-based and study abroad versions.
3. Every study abroad course, whether identified by a generic or specific course number, will be clearly indicated as a study abroad course in university records, including the University Catalog and student transcripts. Permanent active courses approved by ACC for study abroad will include the following statement at the end of the course description: "This course has been approved for study abroad." A list of permanent active courses approved for study abroad will appear in the University Catalog.
4. For informational purposes, the Global Engagement Office will provide a report to ACC at the end of each academic year. ACC will request a report at the end of each academic year from the Office of Education Abroad listing all study abroad courses that have been taught during the preceding academic year, including the specific course titles and credit totals. The report will include faculty-led study abroad courses that have been offered under generic X37 course numbers and permanent active course numbers.-