- Open Entry/Open Exit classes in which students
- Work Experience/Cooperative Education classes offer college credit for supervised workplace experience.
- Independent Study classes are individual variable-hour studies arranged directly with the instructor.

What grading options are available for my classes?

Credit courses may have a letter grade option, a Credit/No Credit option, or both. Non-Credit courses are not graded and do not appear on a student's transcript.

How many objectives should my course have?

There is no required number. However, individual courses typically contain <u>ten to fifteen</u> objectives.

Do I need to use any special language for my student objectives?

Yes. Objectives must contain cognitive action verbs. The majority of objectives for transferlevel courses should contain higher level critical thinking verbs.

Should I list every course topic in the content section?

No. Focus on core topics that all instructors will be expected to cover. The order and emphasis of these topics will vary from instructor to instructor; individual instructors may also include appropriate topics that are not on the list. Where applicable, indicate ranges of choices; for

What is the difference between a prerequisite and an advisory? There are three primary differences. The first is that a prerequisite is a course, whereas an advisory can be a course, a skill, or a specified type of experience. The second is that a prerequisite is required, whereas an advisory is recommended. Finally, Ellucian (Datatel) blocks students from registering in a course if they have not met the prerequisite. Ellucian (Datatel) does not block students who have not completed advisories.