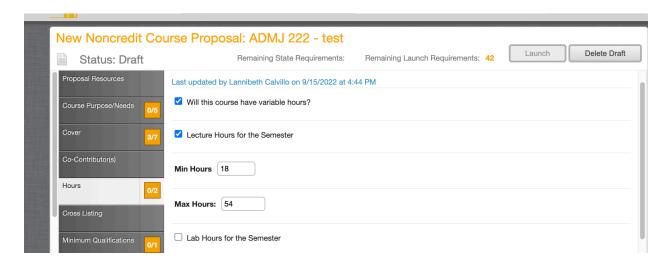


Noncredit - Hours Tab

Will this course have variable hours?

Click on the box if your course will have a range of hours. You will now see 'Min Hours' and 'Max Hours' when you check lecture hours for the semester and/or lab hours for the semester.



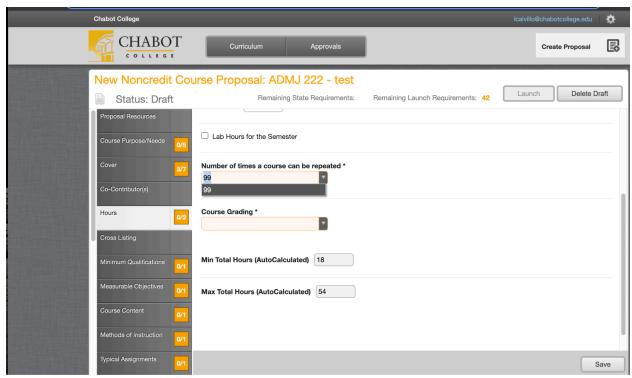
Hours

Noncredit courses require hours only, and faculty are required to list the total number of Lecture and Lab hours for the semester. For "mirrored" noncredit, the number of hours for Lecture and Lab must match the credit mirrored course.

Number of times a course can be repeated

Students may enroll in noncredit courses any number of times. The number 99 should be the only available option in the dropdown box for noncredit courses.

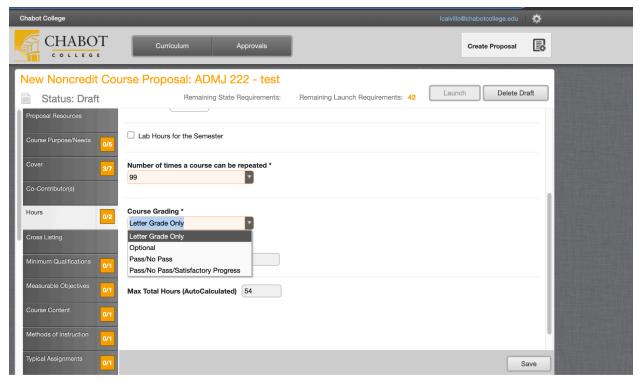




Course Grading

For noncredit classes, instructors should choose Pass/No Pass/Satisfactory Progress. Students completing this course will earn a P, NP, or SP grade. The SP indicates the student has made satisfactory progress towards completion of the course.





Total Units

This section is automatically filled by the unit calculator (the hours you entered for lecture and laboratory). Please review this to make sure everything looks good. Make sure to remove the hours for any of the fields that you will no longer include (example: you decide to no longer include lab hours).

