



**Senate**

Policy Name	<b>Cross-listed Graduate Course Policy</b>
Policy Number	CAPP 2012-01
Origin	Graduate Studies Program & Policy Committee
Authority	Senate
Date of Original Approval	2012-11-26
Supersedes	NA
Senate Approval Dates	2012-11-26
Effective from	2012-11-26
Review/Retirement Date	September 2028; reviewed September 2023, October 2018
Responsibility for Revision	Graduate Studies Program & Policy Committee
Responsibility for Implementation	Dean of Graduate Studies

**Purpose:**

Policy and procedures for cross-listing graduate courses.

**Scope:**

Graduate Courses

**Definitions:**

A cross-listed course can be offered entirely at the graduate level or at both the graduate and undergraduate levels and carries all department or level names. If the courses are graduate courses, the courses are listed on the transcript (e.g., GCRD 6325/GLIT 6732). If a graduate course is cross-listed with an undergraduate course, only the graduate course is listed on the transcript (e.g., a graduate student who completes GAHN 6414/NUTR 4414 will have GAHN 6414 listed on the transcript).

This definition will appear in section 1.2 Glossary of Terms in the Graduate Academic Calendar

**Policy:**

A cross-listed course can be offered entirely at the graduate level or at both the graduate and undergraduate levels and carries all department or level names. If the courses are graduate courses, the courses are listed on the transcript (e.g., GCRD 6325/GLIT 6732). If a graduate course is cross-listed with an undergraduate course, only the graduate course is listed on the transcript (e.g., a graduate student who completes GAHN 6414/NUTR 4414 will have GAHN 6414 listed on the transcript).

Proposals for cross-listed courses will only be accepted for approval by the Graduate Studies Program and Policy Committee with the support of all the programs involved. GSPPC approval is not required for one-time offerings.

Proposals for graduate courses cross-listed with undergraduate courses will make a clear distinction between the levels in the areas of pedagogy, assignments and grading scale.

One of the programs will be designated as the administrative home for the course, responsible for scheduling and staffing, unless otherwise arranged and agreed to by the programs involved and approved by GSPPC.

**Procedures:**

Proposals for cross-listed courses must be submitted to GSPPC from the program designated as the administrative home for the course, unless otherwise arranged, and agreed to by all the programs involved and GSPPC.

Cross-listed courses may not be de-cross-listed for a period of five years unless agreed to by all the programs involved. After five years, a cross-listed course may be de-cross-listed at the request of any of the programs involved.