

BUFFALO STATE COLLEGE

DIRECTORY OF POLICY STATEMENTS

Policy Number: IV.02.03

Date: September 1974
Editorial Revision: August 1988

SUBJECT: **Proposals for Special Graduate Courses**

(Attached form is still used also. Electronic version available through Graduate School)

COURSE DESIGNATION: (Prefix will designate department)

594 – Workshop

Emphasis on process and implementation of theory. Involvement of participants in accomplishment of individualized objectives on specific theme.

596 – Conference

Emphasis on unique and one-time experience on given theme.

598 – Micro-course

Intensive instruction focused on specific, limited objective related to discrete content.

Offerings in each category would be subject to the approval of the appropriate department, **School Dean, Dean of Graduate School**, and Vice President for Academic Affairs.

CREDIT: One to six credits, to be awarded on the basis of:

15 instructional class hours for every credit hour with two field or laboratory hours counting as one instructional hour.

Students may include not more than six (6) hours of credit for workshops, conferences, and micro-courses in a Master's program.

Departments must submit an application form for Special Graduate Course (see attached), available from the Graduate School Office at least two weeks in advance of proposed instructional dates.

Source of Information: College Bulletin, September 1974

Graduate Dean

Date

Vice President for Academic Affairs

Date