

4000 & 5000 Level Courses

Policy Memorandum No. 144

Recommended by the Commission on Graduate Studies and Policies
Approved by University Council: April 4, 1994
Approved by the President: April 4, 1994
Effective: Immediately

The University Council, on recommendation of the Commission on Graduate Studies and Policies, approved a resolution to strengthen the division between 4000 and 5000-level courses and to resolve the cumbersome nature of current policy. This resolution provides that undergraduate students may enroll in 5000-level courses in their program/department with permission from the department head and the instructor of the course, no longer requiring approval from the Graduate School. Students outside of their program will be required to secure approval from the Graduate School, as before. Note the relevance of this resolution to [PM 145](#), Graduate Course Modifications.

Following is the text of the resolution as adopted by University Council.

WHEREAS, there is increasing pressure on departments to meet enrollment minimums for courses offered; and

WHEREAS, undergraduate students are not currently allowed to enroll in 5000 level courses, necessitating a practice where a 5000 and 4000 level course is offered in the same room at the same time in order to offer a course to graduate and advanced undergraduate students; and

WHEREAS, recent requests to downgrade 5000 level courses to 4000 level in order to meet enrollment minimums presents a curricular weakening at the graduate level,

THEREFORE, LET IT BE RESOLVED, that undergraduate students be allowed to enroll in 5000 level courses within their department when qualified by the faculty teaching the 5000 level course, and the department head; and

LET IT BE FURTHER RESOLVED, that current 4000 level courses for graduate credit which present specialized knowledge at a rate, intellectual level, and with the discipline customary for graduate studies, be accepted upon review by the CGS for 5000 level status.

The designation "4000 level courses for graduate credit" would be retained for current and proposed courses which act in the role of a service course to other disciplines, or in the role of preparing (getting up to speed) a graduate student from another department or discipline for graduate study within a department.

Undergraduate students who wish to enroll in a 5000 level course outside their department would follow the existing procedure of submitting their written request to the Dean of the Graduate School, who would act upon the request after review of the student's academic record.

PET:bjl

President's Policy Memorandum

URL: <http://purl.vt.edu/vtdocs/policies/ppm144>