

2. Change to R&P section 3.14.5 Special Undergraduate Course Opportunities (offered in conjunction with the proposed changes to R&P section 3.21.1)

We propose the addition of a sentence to R&P section 3.14.5 (Special Undergraduate Course Opportunities) in order to provide a cross reference to the information that we propose adding to R&P section 3.21.1. This proposed change is added in Track Changes at the bottom of this document, where the proposed change appears in the context of the current text of this section of R&P.

Rationale: We considered whether the proposed revision to 3.21.1 Graduate Admissions should instead appear in R&P section 3.14.5 Special Undergraduate Course Opportunities. Ultimately, however, GRC decided that the proposed change should remain in the R&P 3.21.1 Graduate Admissions because, in fact, the policy is directly related to reserving credits for graduate programs and degrees and thus is directly relevant to graduate study and admissions to graduate programs and graduate degrees. We thought that a cross referencing statement could be helpful in directing people to the correct section with the policy relevant for undergraduates wishing to reserve credits for graduate programs or degrees.

We propose the addition of a sentence be added to R&P 3.14.5 Special Undergraduate Course Opportunities as follows (change marked in Track Changes at the end):

Current Language of 3.14.5 (with addition of 3.14.5.3. marked in track changes):

3.14.5 Special Undergraduate Course Opportunities

3.14.5.1 Apprentice Teaching

The apprentice-teaching program is limited to juniors and seniors who wish an opportunity to learn about teaching to do so under the guidance of an experienced professor. Typically apprentices are associated with a freshman- or sophomore-level course, do a limited amount of lecturing and leading of discussion, assist in making up and evaluating written assignments, and are available for individual consultation with students. The regular or "master" teacher is responsible for assigning all grades given in the course. The duties performed by undergraduate apprentice teachers must in no way be confused with those performed by graduate teaching assistants.

To participate in the apprentice teaching program a student must be a junior or senior, must have an overall cumulative grade-point average of 2.80, and either: 96

1. a) must have completed, with a 3.3 grade average, at least two courses in the field in which the apprentice teaching is done, and b) must have previously taken for credit a course equivalent to the course in which the apprentice teaching will be done,

OR

2. must meet the written standards for apprentice teaching established by the department in which the course originates.

A student may roster for apprentice teaching only once each semester, only once for a given course, and only twice in their college career.

Students register for apprentice teaching by signing up for course number 300 (a number set aside in all departments for a one-to-four- credit course called "Apprentice Teaching"). Master teachers and apprentices must - normally, before pre-registration time - submit a written "contract" or agreement describing the duties the apprentices will perform and method of evaluation. Forms are available for this agreement in department offices and associate deans' offices of the college. These forms must be signed by both the apprentice and the master teacher, then submitted for approval to both the chairperson of the department in which the apprentice teaching will be done and to the associate dean of the student's college and attached to the registration form.

The provost shall appoint a central coordinator of apprentice teaching who, with a committee of representatives of the three undergraduate colleges, will oversee, evaluate, and report on the program periodically.

3.14.5.2. Cooperative Undergraduate Education

Certain departments offer limited opportunities to undergraduate students for cooperative work assignments with industrial or business firms and government agencies. In all cases cooperative work assignments are optional on the part of the student and there is no obligation for the student to accept permanent employment or for the cooperating organization to offer permanent employment.

When on a cooperative assignment, the student must register for the non-credit course, cooperative education, to maintain continuous student status. The fee for this course is established by the university treasurer. Participation in a cooperative education program does not relieve the student from any regular requirement for the academic curriculum in which he or she is enrolled.

Details of cooperative arrangements vary with different curricula. Each department offering cooperative education will provide the details of its program in writing to interested students.

[3.14.5.3. Courses applied to graduate degrees or programs](#)

[Undergraduate students who are interested in taking courses that could be applied to graduate degrees or programs, refer to section 3.21.1 for additional requirements.](#)