

Cross-Listed Courses

Policies and best practices

- Cross-listed graduate courses must have the rigor, expectations, content, and methodologies that are appropriate for the courses respective levels of credit and discipline(s). The Curriculum Committee of a particular academic unit may be charged with determining the appropriateness of cross-listing courses by subject area(s); however, the authority to approve or deny the cross-listing recommendations lies with the Graduate Academic Council. The Graduate Academic Council may choose to delegate approval authority to the Associate Vice President for Graduate Education.
- The Graduate Academic Council generally discourages cross-listing courses, but academic units may seek approval for cross-listing under certain circumstances. Specifically, the Graduate Academic Council may support the cross-listing of interdisciplinary or multi-disciplinary courses across academic units and departments, providing that the criteria listed below are met.
- In general, to be considered by GAC for cross-listing, a course must:
 - Demonstrate consistent occurrence of topics from more than one discipline.
 - Demonstrate using primary and/or secondary sources from multiple disciplines.
 - Demonstrate the use of methodologies from more than one discipline if the methodologies are different.
 - Encourage students to think critically regarding the relationship among the disciplines, their subject matter, and methodologies.
- Courses should not be cross-listed for the sole purpose of increasing potential enrollments.
- Courses should not be cross-listed between graduate and undergraduate programs. Rare exceptions require a clear academic basis for cross-listing and submission of the course syllabus with graduate and undergraduate course expectations and requirements explicitly distinguished. The requirements for graduate students must be commensurate with other graduate coursework in the field, including additional assignments and a comprehensive evaluation process based on graduate-level performance expectations.

Requirements

Faculty or administrators wishing to cross-list courses in different graduate programs must submit a *Request for Cross-listed Course Form*, which can be found through the link provided in the [Appendix-Forms](#) at the end of this Handbook. The form requires a detailed rationale for cross-listing. The form and related documents should be attached to a New or Modify Course Proposal form. The forms for the courses requested to be cross-listed must be submitted at the same time in [Curriculog](#). The requests for course cross-listing should be indicated on the New or Modify course proposal form submitted. Relevant program approvers must indicate their approval of the course and their agreement that the course is multi-disciplinary and interdisciplinary in nature or provide a rationale if another type of cross-listing is requested.

The cross-listed courses must have the same course description, learning outcomes, syllabus, and other appropriate information. The originators need to make required changes on course proposal forms and submit them in [Curriculog](#) to align the criteria of cross-listed courses.

If approved for cross-listing, a course must use the same course number in each of the academic units in which they are listed. Students who have enrolled in a course under one program/department code may not change the offering program/department name after completing the course.

Cross-listed courses are considered equivalent courses for students. Thus, students should not repeat the same course cross-listed in another discipline.

If two courses are cross-listed, the enrollments are allocated to the home department/academic unit, regardless of who is teaching the course and regardless of whether the students are enrolled under a specific code. The home department is designated in the initial request for cross-listing. The revenues are allocated to the department/academic unit of the faculty member teaching the course.

A note on cross-listing and interdisciplinary programs: A program that includes courses from more than one department/academic unit should list all of the approved courses by subject code of the academic unit offering the course under the program's catalog description and with the Office of the University Registrar's degree audit program. Programs should only cross-list individual courses that are themselves inherently inter- or multidisciplinary, not the entire array of courses within the program.