

## **REQUEST FOR APPROVAL TO CREATE ZERO-CREDIT COURSES WITH “EAP” PREFIX**

**Education Abroad Office of International Affairs**

**Susan Carvalho, Associate Provost for International Programs / Anthony C. Ogden, Director, Education Abroad**

**October 13, 2010**

In 2006-2007, UK began to expand student participation in exchange programs and in faculty-led programs. This expansion was concurrent with the centralization of many billing processes under SAP, and then-Director of Education Abroad Janet Rocanova worked closely with the Office of the Registrar and the Provost Budget Office to devise appropriate models for billing students. The EAP zero-credit course designation, as a mechanism for the assessment of Education Abroad-related fees, was approved by Senate Council in January 2007. Recent consultation with Enrollment Management and Provost Budget Office (Oct. 2010) confirms that this system is working well from a fee-assessment perspective.

The EAP prefix is therefore used for two types of zero-credit enrollment: faculty-led programs abroad and reciprocal exchange programs. For the former, we simply use the designation EAP 400G, as per the attached memo of January 22, 2007. However, for the latter, we need to be able to create new zero-credit-hour EAP courses as we continue to develop new exchange programs, as explained below. **We request approval to create these courses as needed. Further, we request Senate Council approval in lieu of full Senate approval, since the request does not involve academic content or credit hours.**

### **RECIPROCAL EXCHANGE PROGRAMS**

Under this system, UK establishes a contract with an international institution, to exchange equal numbers of students across a three-year or five-year period. Each student pays his/her own institution, but attends the partner institution, and subsequently transfers the credits back to the home institution. The advantage to the students is that the cost of studying abroad is the same as the cost of studying at home (apart from travel costs, of course), and most forms of financial aid apply as they would if the student were staying at home.

Since equal numbers of students travel in each direction (“reciprocal exchange”), the UK student’s fees are held in a UK account, located either within OIA or within the student’s college. The fees are deposited there when the UK student travels abroad; then those funds are used to pay the tuition of the visiting student. This is a common model throughout the US and globally.

UK students who study abroad on a reciprocal exchange program enroll in ISP 599 (a one-hour course that maintains their enrollment status as full-time students) plus a zero-credit EAP course (which bills them a fee equal to either tuition or tuition-room-board, depending on the specific exchange agreement).

However, each college that has an exchange program requires its own separately numbered EAP course, because the course number corresponds to the specific offset account which is used to hold the funds, until such time as those funds are used to cover the tuition of the visiting “reciprocal” student.

For reasons related to SAP enrollment management and therefore arcane, for multiple exchanges within a single college we can simply create new sections of a single EAP course. However, we cannot share an EAP course among colleges. So when a college establishes its first reciprocal exchange program, it needs to establish a “new” EAP course. This is the only way to create college-specific offset accounts to house the students’ fees.

As is explained in the original request for EAP courses (see memo from 1/22/2007), this is a zero-credit course that exists only for the purpose of fee calculation and assessment. There is no course content, and no credit awarded. Because more colleges are now setting up these reciprocal exchanges, we therefore request permission to set up new sections of EAP (ultimately, one per college), as needed.

I attach the transcript of a student who enrolled in an exchange program, in order to demonstrate how the EAP course ultimately appears on the student’s transcript. As seen on the transcript, the actual academic credits earned through reciprocal-exchange programs are transfer credits, approved by faculty via the same process through which domestic transfer credits and equivalencies are approved. This dimension of the reciprocal exchange program is managed entirely by faculty and departments, and is independent of the EAP request currently under consideration.

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Name:  
 Student SSN:  
 Student Number:  
 Print Date: 10/13/2010 Page Number: 1 of 2

Issued to:

2007 Spring Semester						
CRS NUM	COURSE TITLE	GRADE	HOURS	OPTS		
ACC 201	FINANCIAL ACCOUNTING I	C	3.0	6.00		
Exclude Earn/Grade: Repeat Crs						
MA 162	FINITE MATH & ITS APPLIC	B	3.0	9.00		
ECO 201	PRINCIPLES OF ECO	A	3.0	12.00		
I:Global Scholars						
B&E 227	LARGER WORLD ISSUES IN BUSINESS	B	2.0	6.00		
B&E 122	CHALLENGE OF LEADERSHIP	A	1.0	4.00		
ANT 160	CULTURAL DIVERSITY IN THE MODERN WORLD	B	3.0	9.00		
		<b>AHRS</b>	<b>EHRS</b>	<b>QHRS</b>	<b>QPTS</b>	<b>GPA</b>
Semester		15.0	12.0	12.0	40.00	3.333
Cumulative		29.0	26.0	25.0	79.00	3.160
Status		Good Standing				
Status		No Academic Honors				

Requested by:

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 Undergraduate Academic Record

SCHOOLS ATTENDED  
 Secondary Schools:

2007 Fall Semester						
CRS NUM	COURSE TITLE	GRADE	HOURS	OPTS		
B&E 240	INTER-CULTURAL BUSINESS COMMUNICATION	A	3.0	12.00		
ACC 202	MANAGERIAL USES OF ACCOUNTING INFO	W	3.0	0.00		
BIO 102	HUMAN ECOLOGY	B	3.0	9.00		
HIS 109	HIST OF U.S. SINCE 1865	B	3.0	9.00		
ECO 202	PRINCIPLES OF ECO II	B	3.0	9.00		
		<b>AHRS</b>	<b>EHRS</b>	<b>QHRS</b>	<b>QPTS</b>	<b>GPA</b>
Semester		15.0	12.0	12.0	39.00	3.250
Cumulative		44.0	38.0	37.0	118.00	3.189
Status		Good Standing				
Status		No Academic Honors				

DEGREES AWARDED

2008 Spring Semester						
CRS NUM	COURSE TITLE	GRADE	HOURS	OPTS		
ACC 202	MANAGERIAL USES OF ACCOUNTING INFO	A	3.0	12.00		
MGT 301	BUSINESS MANAGEMENT	B	3.0	9.00		
MKT 300	MARKETING MANAGEMENT	B	3.0	9.00		
MGT 309	INTRODUCTION TO INTERNATIONAL BUSINESS	B	3.0	9.00		
ENG 203	BUSINESS WRITING	B	3.0	9.00		
Graduation Writing Requirement Course						
SPA 101	ELEM SPAN I (SPOKEN APP)	A	4.0	16.00		
B&E 103	MICROSOFT OFFICE SP - POWERPOINT	P	0.0	0.00		
Pass Fail Grade Scale						
B&E 104	MICROSOFT OFFICE SP - EXCEL	P	0.0	0.00		
Pass Fail Grade Scale						
		<b>AHRS</b>	<b>EHRS</b>	<b>QHRS</b>	<b>QPTS</b>	<b>GPA</b>
Semester		19.0	19.0	19.0	64.00	3.368
Cumulative		63.0	57.0	56.0	182.00	3.250
Status		Good Standing				
Status		No Academic Honors				

Program: 2006 Fall Semester

CRS NUM	COURSE TITLE	GRADE	HOURS	OPTS		
ENG 104	WRITING:AN ACCELERATED FOUNDATIONAL CRS	B	4.0	12.00		
UK 101	ACAD ORNTN:LDRSH IN GLOBAL MARKETPLACE	P	1.0	0.00		
Pass Fail Grade Scale						
UK 100	UNIV CR:TITLE TO BE ASSIGNED	A	3.0	12.00		
SOC 101	INTRO TO SOCIOLOGY	B	3.0	9.00		
MA 109	COLLEGE ALGEBRA	C	3.0	6.00		
		<b>AHRS</b>	<b>EHRS</b>	<b>QHRS</b>	<b>QPTS</b>	<b>GPA</b>
Semester		14.0	14.0	13.0	39.00	3.000
Cumulative		14.0	14.0	13.0	39.00	3.000
Status		Good Standing				

2008 Summer Session 1						
CRS NUM	COURSE TITLE	GRADE	HOURS	OPTS		
MUS 100	INTRODUCTION TO MUSIC	A	3.0	12.00		
		<b>AHRS</b>	<b>EHRS</b>	<b>QHRS</b>	<b>QPTS</b>	<b>GPA</b>
Semester		3.0	3.0	3.0	12.00	4.000
Cumulative		66.0	60.0	59.0	194.00	3.288
Status		Good Standing				

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 Student SSN:  
 Student Number:  
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2008 Fall Semester					
CRS_NUM	COURSE_TITLE	GRADE	HOURS	OPTS	
ACC 201	FINANCIAL ACCOUNTING I	B	3.0	R 9.00	
BIO 103	BASIC IDEAS OF BIOLOGY	A	3.0	12.00	
EXP 396	EXPERIENTIAL EDUCATION	P	3.0	0.00	
	Pass Fail Grade Scale				
STA 291	STATISTICAL METHOD	B	3.0	9.00	
MGT 340	ETHICAL/REGULATORY ENVIR	A	3.0	12.00	
MGT 430	SERVICES MARKETING	A	3.0	12.00	
	MANAGEMENT				
B&E 300	CAREER DEVELOPMENT IN	A	1.0	4.00	
	BUSINESS & ECON				
	<b>AHRS</b>	<b>EHRS</b>	<b>QHRS</b>	<b>QPTS</b>	<b>GPA</b>
Semester	19.0	19.0	16.0	58.00	3.625
Cumulative	85.0	82.0	75.0	252.00	3.360
Status	Good Standing				
Status	Dean's List				

2010 Spring Semester					
CRS_NUM	COURSE_TITLE	GRADE	HOURS	OPTS	
NFS 101	HUMAN NUTRITION AND WELLNESS	A	3.0	12.00	
GER 101	BASIC GERMAN	A	4.0	16.00	
MGT 341	BUSINESS LAW I	A	3.0	12.00	
MGT 499	STRATEGIC MANAGEMENT	A	3.0	12.00	
MGT 450	NEGOTIATIONS AND CONFLICT RESOLUTION	A	3.0	12.00	
	<b>AHRS</b>	<b>EHRS</b>	<b>QHRS</b>	<b>QPTS</b>	<b>GPA</b>
Semester	16.0	16.0	16.0	64.00	4.000
Cumulative	118.0	133.0	107.0	374.00	3.495
Status	Good Standing				
Status	Dean's List				

\*\*\* End of Undergraduate Academic Record \*\*\*

2009 Spring Semester					
CRS_NUM	COURSE_TITLE	GRADE	HOURS	OPTS	
EAP 433G	EDUCATION ABROAD ON EXCHANGE PROGRAM	S	0.0	0.00	
	Exclude Earn and Grad Credit				
ISP 599	STUDY ABROAD	P	1.0	0.00	
	Pass Fail Grade Scale				
	<b>AHRS</b>	<b>EHRS</b>	<b>QHRS</b>	<b>QPTS</b>	<b>GPA</b>
Semester	1.0	1.0	0.0	0.00	0.000
Cumulative	86.0	83.0	75.0	252.00	3.360
Status	Good Standing				
Status	No Academic Honors				

2009 Summer Session 2					
CRS_NUM	COURSE_TITLE	GRADE	HOURS	OPTS	
B&E 102	MICROSOFT OFFICE SP - WORD	P	0.0	0.00	
	Pass Fail Grade Scale				
	<b>AHRS</b>	<b>EHRS</b>	<b>QHRS</b>	<b>QPTS</b>	<b>GPA</b>
Semester	0.0	0.0	0.0	0.00	0.000
Cumulative	86.0	83.0	75.0	252.00	3.360
Status	Good Standing				

Transfer Credit Applied to 2009 Fall Semester					
CRS_NUM	COURSE_TITLE	GRADE	HOURS	OPTS	
	Vienna Univ Of Econ & Bus Adm		01/2009 - 05/2009		
VUAU016	INTERNATIONAL MARKETING		3.00	MKT 435	
VUAU016	INTERNATIONAL MARKETING		0.60	GEED4---	
VUAU012	INTERNATIONAL FINANCE		3.00	FIN 423	
VUAU012	INTERNATIONAL FINANCE		0.60	GEED4---	
VUAU043	INT'L HR MGMT & ORG. BEHA		3.00	MGT 320	
VUAU043	INT'L HR MGMT & ORG. BEHA		0.60	GEED3---	
VUAU044	ECONOMICS OF THE EUROPEAN		3.00	ECO 471	
VUAU044	ECONOMICS OF THE EUROPEAN		0.60	GEED4---	
VUAU039	OPERATIONS MANAGEMENT		3.00	DIS 300	
VUAU039	OPERATIONS MANAGEMENT		0.60	GEED3---	
	Total		18.00		

2009 Fall Semester  
 Program: \_\_\_\_\_

CRS_NUM	COURSE_TITLE	GRADE	HOURS	OPTS	
B&E 102	MICROSOFT OFFICE SP - WORD	P	0.0	0.00	
	Pass Fail Grade Scale				
MAT 114	INTRO TO MERCHANDISING	A	3.0	12.00	
KHP 111	BALLROOM DANCE	A	1.0	4.00	
FIN 300	CORPORATION FINANCE	B	3.0	9.00	
MGT 410	ANALYSIS ORGANIZA BEHAV	A	3.0	12.00	
FAM 253	HUMAN SEXUALITY DEV BEHAVIOR & ATTITUDES	A	3.0	12.00	
	ECON & BUS STATISTICS	B	3.0	9.00	
ECO 391	ECON & BUS STATISTICS	B	3.0	9.00	
	<b>AHRS</b>	<b>EHRS</b>	<b>QHRS</b>	<b>QPTS</b>	<b>GPA</b>
Semester	16.0	16.0	16.0	58.00	3.625
Cumulative	102.0	117.0	91.0	310.00	3.407
Status	Good Standing				
Status	Dean's List				

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