

[ GENERAL ]

Condensed / Inter-session

Academic Department Schedulers

Subject	[SSASECT]	Any						
Course	[SSASECT]	Any						
Section	[SSASECT]	001 - 199	(Day = begins 7:00am thru 4:59pm)		601 - 699	(Eve = begins 5:00pm or later)		
		201 - 299	(Day Lab = begins 7:00am thru 4:59pm)		801 - 899	(Eve Lab = begins 5:00pm or later)		
Rule Includes / Excludes								
Semester (Term)	[SSASECT]	Any						
Part of Term	[SSASECT]	Z __						
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is <u>not</u> indicative of class location.					
Schedule Type	[SSASECT]	F	FFO	FLS	LS	LSO	W	X
Instructional Method	[SSASECT]	LEC	LEL	LAB				
Special Approval?	[SSASECT]	No						
Visible to student view?	[SSASECT]	Yes						
Location Specific?	[SSASECT]	Yes						
Meeting pattern required		Yes						
		Building & Room: UVU classroom or lab (or approved off-site location)						
		Condensed courses meet for the same number of required contact hours, but in a shortened timeframe (1 - 3 weeks). Seat time occurs during Fall break, Spring break, or between Fall and Spring semesters.						
		For example:						
		Week 1: Includes online readings and discussions						
		Week 2: Includes all seat time						
		Week 3: Includes assignment completion, testing and final submission(s)						
Section Note Required?	[SSASECT]	Yes	ADD	This course is delivered in a condensed format.				
			May include:	Week 1 includes online readings and discussions, week 2 includes all seat time, and week 3 includes assignment completion, testing and final submission(s).				
Comments		1	Condensed courses scheduled between Fall and Spring terms <b>must</b> be created in the <u>Spring</u> term to facilitate <b>Financial Aid</b> disbursements.					
		2	If offering with schedule type code "FFO", "FLS", "LS", "LSO" or "W", refer to General Rules for additional coding requirements.					
		3	Miscellaneous (aka "Special" or "Z__") Part of Term codes must be requested prior to submitting sections in CourseLeaf CLSS, and cannot be adjusted later.					
		4	Programs eligible for Financial Aid <u>cannot</u> overlap the start or endpoint of another semester (i.e., a condensed course section beginning in Spring semester cannot end in Summer semester).					
		5	Refer to the Academic Scheduling Guidelines and/or contact the Director of Completion - Academic Affairs for more information.					
		6	State / Federal holidays are not counted as instruction days; students cannot be required to attend.					
		7	This rule may apply in addition to any specific department rule.					

Academic Scheduling Office

Tuition / Fee Waiver	[SSASECT]	No						
Section Fees (Flat)	[SSADETL]	No						
Degree Program Attributes	[SSADETL]	Yes	ADD	X__	Course-based fees (lec/lab) approved by Course Fee Committee only			
			ADD	Z__	Course-based fees (lab access/software/tool) approved by Course Fee Committee only			
Contract?	[SSADETL]	No						
Schedule Restrictions	[SSARRES]	As written in course curriculum.						
Field of Study (Major)		--						
Level		--						
Program		--						
TOPs Code Required?	[SSAOVRR]	No						
URL Required	[SSASYLB]	No						
Comments		1	Condensed courses scheduled between Fall and Spring terms <b>must</b> be created in the <u>Spring</u> term to facilitate <b>Financial Aid</b> disbursements.					

202540 - 202630: Academic Scheduling Rules

[ GENERAL ]		Education Abroad (pre-approved out of country instruction)			
Academic Department Schedulers					
Subject	[SSASECT]	Any			
Course	[SSASECT]	Any			
Section	[SSASECT]	001 - 199	(Day = begins 7:00am thru 4:59pm)	601 - 699	(Eve = begins 5:00pm or later)
		201 - 299	(Day Lab = begins 7:00am thru 4:59pm)	801 - 899	(Eve Lab = begins 5:00pm or later)
Rule Includes / Excludes		Includes courses / programs <u>pre-approved</u> by dept chair, dean's office, and coordinated through the Office of Education Abroad.			
Semester (Term)	[SSASECT]	FALL or SPRING <u>only</u>		Excludes SUMMER	
Part of Term	[SSASECT]	1	B1	B2	Z __
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is <u>not</u> indicative of class location.		
Schedule Type	[SSASECT]	F	FFO	FLS	X
Instructional Method	[SSASECT]	LEC	LEL	LAB	
Special Approval?	[SSASECT]	Yes	ADD	DE (at registration, students will see: "Department Approval Required")	
Visible to student view?	[SSASECT]	Yes			
Location Specific?	[SSASECT]	Yes	Building & Room: OTCTRY TBA		
Meeting pattern required?		No	The 'travel' meeting line does <u>not</u> reflect specific day(s) or time(s), but must exist in Banner to capture required contact hours/week.		
		Yes	If pre-travel and/or post-travel requirements exist, multiple meeting lines are required. <b>For example:</b>		
		Meet line 1: <b>Pre-travel</b> May include instruction time, online readings, and/or discussions. Meet line 2: <b>Travel</b> Room field = "TBA" to indicate instructor will coordinate times and locations with students. Meet line 3: <b>Post-travel</b> May include instruction time, assignment completion, testing and final submission(s).			
Section Note Required?	[SSATEXT]	Yes	ADD	(Country) Education Abroad (course begin/end dates)  Contact the Office of Education Abroad for program cost.  <b>For example:</b> New Zealand (08-Jan-2024 thru 28-Feb-2024)	
Comments	1	If offering with schedule type code "FFO" or "FLS", refer to General Rules for additional coding requirements.			
	2	Miscellaneous (aka "Special" or "Z__") Part of Term codes must be requested prior to submitting sections in CourseLeaf CLSS, and cannot be adjusted later. Dates must include any requirements associated with the course before and/or after travel dates (all encompassing).			
	3	Must include country name as a subtitle (i.e., "Spain"). Note this in the Comments field in CourseLeaf CLSS.			
	4	Program is financial aid eligible and <u>cannot</u> cross term dates.			
	5	State / Federal holidays are not counted as instruction days; students cannot be required to attend.			
Academic Scheduling Office					
Tuition / Fee Waiver	[SSASECT]	No			
Section Fees		No			
Degree Program Attributes	[SSADETL]	Yes	ADD	X____	Course-based fees (lec/lab) approved by Course Fee Committee only
			ADD	Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only
Contract?	[SSADETL]	No			
Schedule Restrictions	[SSARRES]	As written in course curriculum.			
Field of Study (Major)		--			
Level		--			
Program		--			
TOPs Code Required?	[SSAOVRR]	No			
URL Required	[SSASYLB]	Yes	ADD	<a href="https://www.uvu.edu/educationabroad/">https://www.uvu.edu/educationabroad/</a>	
Comments	1	Always copy Education Abroad director when confirming request(s) are processed.			

202540 - 202630: Academic Scheduling Rules

[ GENERAL ]		Face-to-Face: Laboratory			
Academic Department Schedulers					
Subject	[SSASECT]	Any			
Course	[SSASECT]	Any			
Section	[SSASECT]	201 - 299 (Day Lab = begins 7:00am thru 4:59pm) 801 - 899 (Eve Lab = begins 5:00pm or later)			
Rule Includes / Excludes		Includes Face-to-Face LAB courses where the credit ratio has LAB hours only ("3:0:2") and course is not covered by a separate rule.			
Semester (Term)	[SSASECT]	Any			
Part of Term	[SSASECT]	1 B1 B2 WC Z __			
Budget (Campus)	[SSASECT]	M Tuition & student fees are assessed. This code is <u>not</u> indicative of class location.			
Schedule Type	[SSASECT]	X			
Instructional Method	[SSASECT]	LAB			
Special Approval?	[SSASECT]	No			
Visible to student view?	[SSASECT]	Yes			
Location Specific?	[SSASECT]	Yes Building & Room: UVU classroom or lab			
Meeting pattern required?		Yes			
Section Note Required?	[SSATEXT]	No			
Comments	1	This rule may apply in addition to any specific department rule.			
Academic Scheduling Office					
Tuition / Fee Waiver	[SSASECT]	No			
Section Fees (Flat)	[SSADETL]	No			
Degree Program Attributes	[SSADETL]	Yes ADD X____ Course-based fees (lec/lab) approved by Course Fee Committee only			
		ADD Z____ Course-based fees (lab access/software/tool) approved by Course Fee Committee only			
Contract?	[SSADETL]	No			
Schedule Restrictions	[SSARRES]	As written in course curriculum.			
Field of Study (Major)		--			
Level		--			
Program		--			
TOPs Code Required?	[SSAOVRR]	No			
URL Required	[SSASYLB]	No			
Comments	1	If section will be held at a location other than main campus, follow an off-campus rule.			

202540 - 202630: Academic Scheduling Rules

[ GENERAL ]		Face-to-Face: Lecture			
Academic Department Schedulers					
Subject	[SSASECT]	Any			
Course	[SSASECT]	Any			
Section	[SSASECT]	001 - 199 (Day = begins 7:00am thru 4:59pm) 601 - 699 (Eve = begins 5:00pm or later)			
Rule Includes / Excludes		Includes Face-to-Face LEC courses where the credit ratio has LEC hours only ("3:3:0") or LEC and LAB hours ("3:2:3"), and is not covered by a separate rule.			
Semester (Term)	[SSASECT]	Any			
Part of Term	[SSASECT]	1 B1 B2 WC Z __			
Budget (Campus)	[SSASECT]	M Tuition & student fees are assessed. This code is not indicative of class location.			
Schedule Type	[SSASECT]	F			
Instructional Method	[SSASECT]	LEC LEL			
Special Approval?	[SSASECT]	No			
Visible to student view?	[SSASECT]	Yes			
Location Specific?	[SSASECT]	Yes Building & Room: UVU classroom or lab			
Meeting pattern required?		Yes			
Section Note Required?	[SSATEXT]	No			
Comments	1	This rule may apply in addition to any specific department rule.			
Academic Scheduling Office					
Tuition / Fee Waiver	[SSASECT]	No			
Section Fees (Flat)	[SSADETL]	No			
Degree Program Attributes	[SSADETL]	Yes ADD X____ Course-based fees (lec/lab) approved by Course Fee Committee only			
		ADD Z____ Course-based fees (lab access/software/tool) approved by Course Fee Committee only			
Contract?	[SSADETL]	No			
Schedule Restrictions	[SSARRES]	As written in course curriculum.			
Field of Study (Major)		--			
Level		--			
Program		--			
TOPs Code Required?	[SSAOVRR]	No			
URL Required	[SSASYLB]	No			
Comments	1	If section will be held at a location other than main campus, follow an off-campus rule.			

202540 - 202630: Academic Scheduling Rules

[ GENERAL ]		Face-to-Face + Livestream			
Academic Department Schedulers					
Subject	[SSASECT]	Any			
Course	[SSASECT]	Any			
Section	[SSASECT]	001 - 199	(Day = begins 7:00am thru 4:59pm)		601 - 699 (Eve = begins 5:00pm or later)
		201 - 299	(Day Lab = begins 7:00am thru 4:59pm)		801 - 899 (Eve Lab = begins 5:00pm or later)
Rule <b>Includes</b> / <b>Excludes</b>					
Semester (Term)	[SSASECT]	Any			
Part of Term	[SSASECT]	1	B1	B2	WC Z __
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is <u>not</u> indicative of class location.		
Schedule Type	[SSASECT]	FLS			
Instructional Method	[SSASECT]	LEC	LEL	LAB	
Special Approval?	[SSASECT]	No			
Visible to student view?	[SSASECT]	Yes			
Location Specific?	[SSASECT]	Yes	Building & Room: UVU classroom or lab + LIVE STREAM		
Meeting pattern required?		Yes	<b>Meet line 1:</b> Standard meeting pattern, assign to a <b>UVU bldg/room</b> . For example: "MW 1600-1650 LA 101". <b>Meet line 2:</b> Standard meeting pattern, assign to " <b>LIVE STREAM</b> ". For example: "F 1600-1650 LIVE STREAM".		
Section Note Required?	[SSATEXT]	Yes	ADD	Lecture is held live on specific days and times, part face-to-face in a classroom, and part via livestream. For the livestream portion, students will participate using their own computer or device, and interact with the instructor and classmates on camera.	
Comments	1	This rule may apply in addition to any specific department rule.			
Academic Scheduling Office					
Tuition / Fee Waiver	[SSASECT]	No			
Section Fees (Flat)	[SSADETL]	No			
Degree Program Attributes	[SSADETL]	Yes	ADD	HY	Hybrid Delivery (applies to Schedule Type codes FFO, FLS, and LSO)
			ADD	X____	Course-based fees (lec/lab) approved by Course Fee Committee only
			ADD	Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only
Contract?	[SSADETL]	No			
Schedule Restrictions	[SSARRES]	As written in course curriculum.			
Field of Study (Major)		--			
Level		--			
Program		--			
TOPs Code Required?	[SSAOVRR]	No			
URL Required	[SSASYLB]	Yes	ADD	https://www.uvu.edu/otl/students/index.html	
Comments					

202540 - 202630: Academic Scheduling Rules

[ GENERAL ]		Face-to-Face + Online				
Academic Department Schedulers						
Subject	[SSASECT]	Any				
Course	[SSASECT]	Any				
Section	[SSASECT]	001 - 199	(Day = begins 7:00am thru 4:59pm)		601 - 699	(Eve = begins 5:00pm or later)
		201 - 299	(Day Lab = begins 7:00am thru 4:59pm)		801 - 899	(Eve Lab = begins 5:00pm or later)
Rule Includes / Excludes		Includes courses certified by the Office of Teaching & Learning for Face-to-Face + Online delivery.				
Semester (Term)	[SSASECT]	Any				
Part of Term	[SSASECT]	1	B1	B2	WC	Z __
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is <u>not</u> indicative of class location.			
Schedule Type	[SSASECT]	FFO				
Instructional Method	[SSASECT]	LEC	LEL	LAB		
Special Approval?	[SSASECT]	No				
Visible to student view?	[SSASECT]	Yes				
Location Specific?	[SSASECT]	Yes	Building & Room: UVU classroom or lab + ONLINE			
Meeting Pattern Required?	[SSASECT]	Yes	Meet Line 1: Standard meeting pattern, assign to UVU bldg/room. For example: "MW 1600-1650 LA 101". Meet Line 2: No day/time requirement, assign to "ONLINE" bldg/room (to capture required online hours).			
Section Note Required?	[SSATEXT]	Yes	ADD	Course is taught both in person, in a classroom, and via technology. The technology-delivered components include teaching and learning activities and reduces the time traditionally spent in the face-to-face class.		
Comments	1	This rule may apply in addition to any specific department rule.				
Academic Scheduling Office						
Tuition / Fee Waiver	[SSASECT]	No				
Section Fees (Flat)	[SSADETL]	No				
Degree Program Attributes	[SSADETL]	Yes	ADD	HY	Hybrid Delivery (applies to Schedule Type codes FFO, FLS, and LSO)	
			ADD	X____	Course-based fees (lec/lab) approved by Course Fee Committee only	
			ADD	Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only	
Contract?	[SSADETL]	No				
Schedule Restrictions	[SSARRES]	As written in course curriculum.				
Field of Study (Major)		--				
Level		--				
Program		--				
TOPs Code Required?	[SSAOVRR]	No				
URL Required	[SSASYLB]	Yes	ADD	https://www.uvu.edu/otl/students/index.html		
Comments						

202540 - 202630: Academic Scheduling Rules

[ GENERAL ]		Field Experience (pre-approved out of state)			
Academic Department Schedulers					
Subject	[SSASECT]	Any			
Course	[SSASECT]	Any (must be pre-approved by Dean's office)			
Section	[SSASECT]	001 - 199 (Day = begins 7:00am thru 4:59pm) 601 - 699 (Eve = begins 5:00pm or later) 201 - 299 (Day Lab = begins 7:00am thru 4:59pm) 801 - 899 (Eve Lab = begins 5:00pm or later)			
Rule Includes / Excludes		Includes courses / programs pre-approved by department chair and dean's office. Excludes courses / programs verified by the Office of Education Abroad.			
Semester (Term)	[SSASECT]	Any			
Part of Term	[SSASECT]	1	B1	B2	Z__
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is not indicative of class location.		
Schedule Type	[SSASECT]	F	FFO	FLS	X
Instructional Method	[SSASECT]	LEC	LEL	LAB	
Special Approval?	[SSASECT]	Yes	ADD	DE	(at registration, students will see: "Department Approval Required") Not required.
Visible to student view?	[SSASECT]	Yes			
Location Specific?	[SSASECT]	Yes	Building & Room: [ LOCATION ] TBA Off campus location must be requested through the Academic Scheduling Office before submitting a section request.		
Meeting pattern required?	[SSASECT]	No	The 'travel' meeting line does not reflect specific day(s) or time(s), but must exist in Banner to capture required contact hours/week.		
		Yes	If pre-travel and/or post-travel requirements exist, multiple meeting lines are required. For example: Meet Line 1: Pre-travel May include instruction time, online readings, and/or discussions. Meet Line 2: Travel Room field reflects "TBA" to indicate instructor will coordinate times and locations with students. Meet Line 3: Post-travel May include instruction time, assignment completion, testing and final submission(s).		
Section Note Required?	[SSATEXT]	Yes	ADD	Mandatory travel to "location + address". (Course begin/end dates) Contact academic department for program cost.  For example: Forensic Anthropology field experience to Knoxville, TN (13-Aug-2024 thru 10-Oct-2024). Contact instructor for details.	
Comments		1	If offering with Schedule Type code "FFO" or "FLS", refer to General Rules for additional coding requirements.		
		2	Miscellaneous (aka "Special" or "Z__") Part of Term codes must be requested prior to submitting sections in CourseLeaf CLSS, and cannot be adjusted later. Dates must include any requirements associated with the course before and/or after travel dates (all encompassing).		
		3	Must include state/city name as a subtitle (i.e., "Knoxville" or "TN"). Note this in the Comments field in CourseLeaf CLSS.		
		4	Program is financial aid eligible and cannot cross term dates.		
		5	State / Federal holidays are not counted as instruction days; students cannot be required to attend.		
Academic Scheduling Office					
Tuition / Fee Waiver	[SSASECT]	No			
Section Fees		No			
Degree Program Attributes	[SSADETL]	Yes	ADD	X____	Course-based fees (lec/lab) approved by Course Fee Committee only
			ADD	Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only
Contract?	[SSADETL]	No			
Schedule Restrictions	[SSARRES]	As written in course curriculum.			
Field of Study (Major)		--			
Level		--			
Program		--			
TOPs Code Required?	[SSAOVRR]	No			
URL Required	[SSASYLB]	No			
Comments					

202540 - 202630: Academic Scheduling Rules

[ GENERAL ]		Honors			
Academic Department Schedulers					
Subject	[SSASECT]	Any			
Course	[SSASECT]	Any			
Section	[SSASECT]	Any			
Rule <b>Includes</b> / <b>Excludes</b>		<b>Includes</b> all courses with the subject "HONR", or any course that ends in "H".			
Semester (Term)	[SSASECT]	Any			
Part of Term	[SSASECT]	Any			
Budget (Campus)	[SSASECT]	Any			
Schedule Type	[SSASECT]	Any			
Instructional Method	[SSASECT]	Any			
Special Approval?	[SSASECT]	No			
Visible to student view?	[SSASECT]	<b>Yes</b>			
Location Specific?	[SSASECT]	--			
Meeting pattern required?		--			
Section Note Required?	[SSATEXT]	No			
Comments	1	This rule is applied in addition to any general and/or department rule.			
Academic Scheduling Office					
Tuition / Fee Waiver	[SSASECT]	No			
Section Fees (Flat)	[SSADETL]	No			
Degree Program Attributes	[SSADETL]	<b>Yes</b>	<b>ADD</b>	<b>HN</b>	Honors Course
			<b>ADD</b>	<b>X</b> ____	Course-based fees (lec/lab) approved by Course Fee Committee only
			<b>ADD</b>	<b>Z</b> ____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only
Contract?	[SSADETL]	No			
Schedule Restrictions	[SSARRES]	As written in course curriculum.			
Field of Study (Major)		--			
Level		--			
Program		--			
TOPs Code Required?	[SSAOVRR]	<b>Yes</b>	<b>ADD</b>	<b>H</b>	(Honors)
URL Required	[SSASYLB]	No			
Comments					

202540 - 202630: Academic Scheduling Rules

[ GENERAL ]

HSCE - 101

Academic Department Schedulers

Subject	[SSASECT]	Any	Excludes: CHIN, FREN, GER, PORT, SPAN							
Course	[SSASECT]	Undergraduate courses only	Excludes: 3116, 3117, 3118 (see HSCE - 103)							
Section	[SSASECT]	H__ J__ K__								
Rule Includes / Excludes		Excludes part of term codes B1 and B2.								
Semester (Term)	[SSASECT]	Any								
Part of Term	[SSASECT]	H5F (full year) H5S (HS semester) H51 (block) H52 (block)								
Budget (Campus)	[SSASECT]	M Tuition & student fees are assessed.	This code is <u>not</u> indicative of class location.							
Schedule Type	[SSASECT]	F X								
Instructional Method	[SSASECT]	LEC LEL LAB								
Special Approval?	[SSASECT]	No								
Visible to student view?	[SSASECT]	Yes								
Location Specific?	[SSASECT]	Yes Building & Room: Utah high school locations only								
Meeting Pattern Required?	[SSASECT]	No Meeting line does <u>not</u> reflect specific day(s) or time(s), but must exist in Banner to capture required contact hours/week.								
Section Note Required?	[SSATEXT]	No								
Comments	1	For HSCE students taught at local high schools, by UVU-approved high school instructors, using UVU curriculum and assessment.								
	2	Requested by the Concurrent Enrollment office only.								
	3	Waitlist = "0" is allowed.								

Academic Scheduling Office

Tuition / Fee Waiver	[SSASECT]	Yes <input checked="" type="checkbox"/>	Waives regular tuition and student fees. Off-budget (per credit) fees apply.																																							
Section Fees (Flat)	[SSADETL]	Yes ADD	<table><tr><th>Level</th><th>Detail</th><th>Credits</th><th>Amount</th></tr><tr><td rowspan="3">UG</td><td rowspan="3">CONC</td><td>1</td><td>\$ 5.00</td></tr><tr><td>2</td><td>\$ 10.00</td></tr><tr><td>3</td><td>\$ 15.00</td></tr></table>				Level	Detail	Credits	Amount	UG	CONC	1	\$ 5.00	2	\$ 10.00	3	\$ 15.00																								
Level	Detail	Credits	Amount																																							
UG	CONC	1	\$ 5.00																																							
		2	\$ 10.00																																							
		3	\$ 15.00																																							
Degree Program Attributes	[SSADETL]	Yes REMOVE REMOVE	X__ Z__	Course-based fees (lec/lab) approved by Course Fee Committee only <sup>1</sup> Course-based fees (lab access/software/tool) approved by Course Fee Committee only <sup>1</sup>																																						
Contract?	[SSADETL]	Yes ADD	SD, 100%	Off-budget program or recording fee only																																						
Schedule Restrictions	[SSARRES]	As written in course curriculum, PLUS:																																								
Field of Study (Major)		REMOVE	Major code (if present)																																							
Level		ADD	<input checked="" type="checkbox"/> Exclude CE (default)																																							
Program		ADD	<input checked="" type="checkbox"/> Include HSCE																																							
TOPs Code Required?	[SSAOVRR]	Yes ADD	H5C1 - State-funded / Tuition waived H5C3 - Non-contractual, no state funds. Use as directed by Concurrent Enrollment office.																																							
URL Required	[SSASYLB]	Yes ADD	https://www.uvu.edu/concurrent																																							
DegreeWorks must be programmed to exclude some sections from prerequisite checking in Banner. Email wolverinetrack@uvu.edu (Dylan Boran) when adding a section for any of these courses.	<table><tr><th>AUT</th><th>BIOL</th><th>CHEM</th><th>CJ</th><th>CS</th><th>DAPR</th></tr><tr><td>1230</td><td>1015</td><td>1010 / 1015</td><td>1330</td><td>1400</td><td>2000</td></tr><tr><td></td><td>1610 / 1615</td><td></td><td>1340</td><td>1410</td><td></td></tr><tr><th>ECE</th><th>IM</th><th>MAT</th><th>MUSC</th><th>PES</th><th>STAT</th></tr><tr><td>1000</td><td>2800</td><td>1010</td><td>1110</td><td>2400</td><td>1040</td></tr><tr><td></td><td></td><td>1030</td><td></td><td></td><td></td></tr></table>						AUT	BIOL	CHEM	CJ	CS	DAPR	1230	1015	1010 / 1015	1330	1400	2000		1610 / 1615		1340	1410		ECE	IM	MAT	MUSC	PES	STAT	1000	2800	1010	1110	2400	1040			1030			
	AUT	BIOL	CHEM	CJ	CS	DAPR																																				
	1230	1015	1010 / 1015	1330	1400	2000																																				
		1610 / 1615		1340	1410																																					
	ECE	IM	MAT	MUSC	PES	STAT																																				
	1000	2800	1010	1110	2400	1040																																				
			1030																																							
Comments	1	All fee types are removed from concurrent enrollment sections because the students are not using UVU facilities, per state law.																																								
	2	Courses that include a co-requisite may prevent HSCE student registration. Where necessary, Level Restriction "CE" can be removed.																																								



202540 - 202630: Academic Scheduling Rules

[ GENERAL ]

HSCE - 103  
Languages Bridge Program

Academic Department Schedulers

Subject	[SSASECT]	CHIN	FREN	GER	PORT	SPAN	
Course	[SSASECT]	3116	3116	3116	3116	3116	
		3117	3117	3117	3117	3117	
		3118	3118	3118	3118	3118	
Section	[SSASECT]	H__	J__	K__			
Rule Includes / Excludes		Includes State of Utah Language Bridge Program.			Excludes part of term codes B1 and B2.		
Semester (Term)	[SSASECT]	Any					
Part of Term	[SSASECT]	HSF (full year)		HSS (HS semester)		HS1 (block) HS2 (block)	
Budget (Campus)	[SSASECT]	M Tuition & student fees are assessed. This code is not indicative of class location.					
Schedule Type	[SSASECT]	F					
Instructional Method	[SSASECT]	LEC					
Special Approval?	[SSASECT]	No					
Visible to student view?	[SSASECT]	No					
Location Specific?	[SSASECT]	Yes Building & Room: Utah high school locations only					
Meeting pattern required?	[SSASECT]	No Meeting line does not reflect specific day(s) or time(s), but must exist in Banner to capture required contact hours/week.					
Section Note Required?	[SSATEXT]	No					
Comments	1	Requested by the Concurrent Enrollment office only.					
	2	Taught only in high schools and for current high school students. Not to be taught on college campus for university students.					
	3	Waitlist = "0" is allowed.					

Academic Scheduling Office

Tuition / Fee Waiver	[SSASECT]	Yes	<input checked="" type="checkbox"/>	Waives regular tuition and student fees. Off-budget (per credit) fees apply.			
Section Fees (Flat)	[SSADETL]	Yes	ADD	Level	Detail	Credits	Amount
				UG	CONC	1	\$ 5.00
						2	\$ 10.00
						3	\$ 15.00
Degree Program Attributes	[SSADETL]	Yes	REMOVE	X__	Course-based fees (lec/lab) approved by Course Fee Committee only <sup>1</sup>		
			REMOVE	Z__	Course-based fees (lab access/software/tool) approved by Course Fee Committee only <sup>1</sup>		
Contract?	[SSADETL]	Yes	ADD	SD, 100%	Off-budget program or recording fee only		
Schedule Restrictions	[SSARRES]	As written in course curriculum, PLUS:					
Field of Study (Major)			REMOVE	Major code (if present)			
			REMOVE	"HS" (if present)			
			ADD	<input checked="" type="checkbox"/> Exclude CE (default)			
			ADD	<input checked="" type="checkbox"/> Include HSCE			
TOPs Code Required?	[SSAOVRR]	Yes	ADD	HSC1 (State-funded / Tuition waived) HSC3 (Non-contractual, no state funds. Use as directed by CE office.)		Determined by Concurrent Enrollment office.	
URL Required	[SSASYLB]	Yes	ADD	https://www.uvu.edu/concurrent			
Comments	1	All fee types are removed from concurrent enrollment sections because the students are not using UVU facilities, per state law.					

Utah Valley University

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202540 - 202630: Academic Scheduling Rules

[ GENERAL ]		Individualized			
Academic Department Schedulers					
Subject	[SSASECT]	Any			
Course	[SSASECT]	Any			
Section	[SSASECT]	I01 - I99			
Rule Includes / Excludes					
Semester (Term)	[SSASECT]	Any			
Part of Term	[SSASECT]	1	B1	B2	WC      Z__
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed.    This code is <u>not</u> indicative of class location.		
Schedule Type	[SSASECT]	F			
Instructional Method	[SSASECT]	INV	OLN	OPL	
Special Approval?	[SSASECT]	Yes	ADD	DE (at registration, students will see: "Department Approval Required")      Not required.	
Visible to student view?	[SSASECT]	Yes			
Location Specific?	[SSASECT]	Yes	Building & Room: TBA TBA		
Meeting pattern required?	[SSASECT]	No	Meeting line does <u>not</u> reflect specific day(s) or time(s), but must exist in Banner to capture required contact hours/week. Building/Room reflect "TBA" to indicate instructor will coordinate 1:1 meetings with students.		
Section Note Required?	[SSATEXT]	No			
Comments	1	Max enrollment cannot exceed "9" without dean's office / financial manager written approval.			
Academic Scheduling Office					
Tuition / Fee Waiver	[SSASECT]	No			
Section Fees (Flat)	[SSADETL]	No			
Degree Program Attributes	[SSADETL]	Yes	ADD	X____	Course-based fees (lec/lab) approved by Course Fee Committee only
			ADD	Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only
Contract?	[SSADETL]	No			
Schedule Restrictions	[SSARRES]	As written in course curriculum.			
Field of Study (Major)		--			
Level		--			
Program		--			
TOPs Code Required?	[SSAOVRR]	No			
URL Required	[SSASYLB]	No			
Comments					

202540 - 202630: Academic Scheduling Rules

[ GENERAL ]		Internship (In Person)			
Academic Department Schedulers					
Subject	[SSASECT]	Any			
Course	[SSASECT]	Any			
Section	[SSASECT]	001 - 199			
Rule Includes / Excludes		<b>Includes</b> any course with "Internship" in the official title. <i>May include "Cooperative Work Experience", "Correlated Class", and "Field Placement" courses.</i>			
Semester (Term)	[SSASECT]	Any			
Part of Term	[SSASECT]	INT	<b>Required</b> . Mirrors full semester dates and is subject to the same deadlines. Exempts late registration fees for students. Gives departments / students the flexibility to begin an internship at any time during a semester.		
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is <u>not</u> indicative of class location.		
Schedule Type	[SSASECT]	F			
Instructional Method	[SSASECT]	SUP			
Special Approval?	[SSASECT]	Yes	ADD	IN	(At registration, students see: "Contact Internship Coordinator Required for undergrad courses only.
Visible to student view?	[SSASECT]	Yes			
Location Specific?	[SSASECT]	Yes	Building & Room: TBA TBA		
Meeting pattern required?	[SSASECT]	No <sup>2</sup>	Meeting line does <u>not</u> reflect specific day(s) or time(s), but must exist in Banner to capture required contact hours/week. Building/Room reflect "TBA" to indicate internship provider will coordinate time and location with students.		
Section Note Required?	[SSATEXT]	No			
Comments	1	Coordinate sections through the Internship Services office ( <a href="https://www.uvu.edu/career-internship/">https://www.uvu.edu/career-internship/</a> ).			
	2	Programs that require a day/time/room for accreditation purposes are exempt from the Location Specific requirements above.			
	3	Students can register after wait list period ends, but are subject to the Late Registration process (exempting fees and Dean approval).			
	4	The "Contact Internship Coordinator" (IN) Special Approval code functions the same way "Department Approval Required" (DE) and "Late Registration" (LR) codes do by restricting student registration until the appropriate approval(s) are granted in Banner.			
	5	This rule may apply in addition to any specific department rule.			
Academic Scheduling Office					
Tuition / Fee Waiver	[SSASECT]	No			
Section Fees (Flat)	[SSADETL]	No			
Degree Program Attributes	[SSADETL]	Yes	ADD	X____	Course-based fees (lec/lab) approved by Course Fee Committee only
			ADD	Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only
Contract?	[SSADETL]	No			
Schedule Restrictions	[SSARRES]	As written in course curriculum.			
Field of Study (Major)		--			
Level		--			
Program		--			
TOPs Code Required?	[SSAOVRR]	No			
URL Required	[SSASYLB]	Yes	ADD	<a href="https://www.uvu.edu/career-internship/">https://www.uvu.edu/career-internship/</a>	
Comments	1	Verify CIM record for "Yes" to the question "Is this course an internship?"			
	2	Verify that the "Cooperative Education" box is checked in Banner > SCADETL > Supplemental Data tab.			

202540 - 202630: Academic Scheduling Rules

[ GENERAL ]		Internship (Online) <sup>1</sup>		
Academic Department Schedulers				
Subject	[SSASECT]	Any		
Course	[SSASECT]	Any		
Section	[SSASECT]	X01 - X50		
Rule Includes / Excludes		Includes any course with "Internship" in the official title. Excludes X51 - X59 reserved for non-resident/global online students.  May include "Cooperative Work Experience", "Correlated Class", and "Field Placement" courses.		
Semester (Term)	[SSASECT]	Any		
Part of Term	[SSASECT]	INT	Required . Mirrors full semester dates and is subject to the same deadlines. Exempts late registration fees for students. Gives departments / students the flexibility to begin an internship at any time during a semester.	
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is <u>not</u> indicative of class location.	
Schedule Type	[SSASECT]	W		
Instructional Method	[SSASECT]	SUP		
Special Approval?	[SSASECT]	Yes	ADD IN (At registration, students see: "Contact Internship Coordinator")	Required for undergrad only.
Visible to student view?	[SSASECT]	Yes		
Location Specific?	[SSASECT]	Yes	Building & Room: ONLINE ONLINE	
Meeting pattern required?	[SSASECT]	No	Meeting line does <u>not</u> reflect specific day(s) or time(s), but must exist in Banner to capture required contact hours/week.	
Section Note Required?	[SSATEXT]	No		
Comments		1	Coordinate sections through the Internship Services office ( <a href="https://www.uvu.edu/career-internship/">https://www.uvu.edu/career-internship/</a> ).	
		2	Most internships require students to attend face-to-face at local entity; <b>online internships are rare</b> . Submitting coursework through Canvas does NOT make an internship "online".	
		3	Online internships require Financial Manager approval, and are subject to Academic Affairs Council and UFLC review.	
		4	Students can register after wait list period ends, but are subject to the Late Registration process (exempting fees and Dean approval).	
		5	The "Contact Internship Coordinator" (IN) Special Approval code functions the same way "Department Approval Required" (DE) and "Late Registration" (LR) codes do by restricting student registration until the appropriate approval(s) are granted in Banner.	
Academic Scheduling Office				
Tuition / Fee Waiver	[SSASECT]	No		
Section Fees (Flat)	[SSADETL]	No		
Degree Program Attributes	[SSADETL]	Yes	ADD X____	Course-based fees (lec/lab) approved by Course Fee Committee only
			ADD Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only
Contract?	[SSADETL]	No		
Schedule Restrictions	[SSARRES]	As written in course curriculum.		
Field of Study (Major)		--		
Level		--		
Program		--		
TOPs Code Required?	[SSAOVRR]	Yes	ADD INT (resident, in person) -- or -- DE (non-resident, online)	
URL Required	[SSASYLB]	Yes	ADD <a href="https://www.uvu.edu/career-internship/">https://www.uvu.edu/career-internship/</a>	
Comments		1	Verify CIM record for "Yes" to the question "Is this course an internship?"	
		2	Verify that the "Cooperative Education" box is checked in Banner > SCADETL > Supplemental Data tab.	

202540 - 202630: Academic Scheduling Rules

[ GENERAL ]		Live Interactive - 101 HOME: Uvu Adult Students					
Academic Department Schedulers							
Subject	[SSASECT]	Any					
Course	[SSASECT]	Undergraduate courses only					
Section	[SSASECT]	151 - 155 (Day = begins 7:00am thru 4:59pm)		156 - 160 (Eve = begins 5:00pm or later)			
Rule Includes / Excludes		Includes Live Interactive HOME (broadcast) sections.			Excludes Live Interactive RECEIVE sections for HSCE students.		
Semester (Term)	[SSASECT]	Any					
Part of Term	[SSASECT]	1	B1	B2	WC	Z __	
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is <u>not</u> indicative of class location.				
Schedule Type	[SSASECT]	F	FFO	X			
Instructional Method	[SSASECT]	LEC	LEL	LAB			
Special Approval?	[SSASECT]	No					
Visible to student view?	[SSASECT]	Yes					
Location Specific?	[SSASECT]	Yes	Building & Room: LI broadcast-capable rooms only		BA 202	BA 204	CB 107      CB 112 LA 119      TG 109      TG 118      WC (various)
Meeting pattern required?	[SSASECT]	Yes					
Section Note Required?	[SSATEXT]	No					
Comments	1	HOME section broadcasts TO Live Interactive RECEIVE section(s). Must be cross-listed with 1+ RECEIVE sections.					
	2	If offering with schedule type code "FFO", refer to General Rules for additional coding requirements.					
	3	Students participate in LI broadcast classroom. Instructor must be present in classroom.					
Academic Scheduling Office							
Tuition / Fee Waiver	[SSASECT]	No					
Section Fees (Flat)	[SSADETL]	No					
Degree Program Attributes	[SSADETL]	Yes	ADD	X____	Course-based fees (lec/lab) approved by Course Fee Committee only		
			ADD	Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only		
Contract?	[SSADETL]	No					
Schedule Restrictions	[SSARRES]	As written in course curriculum.					
Field of Study (Major)		--					
Level		--					
Program		--					
TOPs Code Required?	[SSAOVRR]	Yes	ADD	V (live interactive video)			
URL Required	[SSASYLB]	No					
Comments							



202540 - 202630: Academic Scheduling Rules

[ GENERAL ]

Live Interactive - 103  
RECEIVE: HSCE Students

Academic Department Schedulers

Subject	[SSASECT]	Any			
Course	[SSASECT]	Undergraduate courses only			
Section	[SSASECT]	V21 - V99			
Rule Includes / Excludes		Includes Live Interactive RECEIVE sections for HSCE students.		Excludes Live Interactive HOME (broadcast) sections.	
Semester (Term)	[SSASECT]	Any			
Part of Term	[SSASECT]	HSD (mirror UVU full semester dates)	B1	B2	HS1 and HS2 (Summer only)
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is <u>not</u> indicative of class location.		
Schedule Type	[SSASECT]	V			
Instructional Method	[SSASECT]	LEC	LEL	LAB	
Special Approval?	[SSASECT]	No			
Visible to student view?	[SSASECT]	No			
Location Specific?	[SSASECT]	Yes	Building & Room: Utah high school locations only		
Meeting pattern required?	[SSASECT]	Yes			
Section Note Required?	[SSATEXT]	No			
Comments	1	HSCE students RECEIVE instruction FROM Live Interactive HOME section. Must be cross-listed with a HOME section.			
	2	Instructor is not present in classroom.			
	3	Taught by UVU instructor.			
	4	Waitlist = "25" is allowed.			

Academic Scheduling Office

Tuition / Fee Waiver	[SSASECT]	Yes	<input checked="" type="checkbox"/>	Waives regular tuition and student fees. Off-budget (per credit) fees apply.															
Section Fees (Flat)	[SSADETL]	Yes	ADD	<table><thead><tr><th>Level</th><th>Detail</th><th>Credits</th><th>Amount</th></tr></thead><tbody><tr><td rowspan="3">UG</td><td>CCL14 (Fall)</td><td>1</td><td>\$ 5.00</td></tr><tr><td>CCL2 (Spr)</td><td>2</td><td>\$ 10.00</td></tr><tr><td>CCL3 (Sum)</td><td>3</td><td>\$ 15.00</td></tr></tbody></table>		Level	Detail	Credits	Amount	UG	CCL14 (Fall)	1	\$ 5.00	CCL2 (Spr)	2	\$ 10.00	CCL3 (Sum)	3	\$ 15.00
Level	Detail	Credits	Amount																
UG	CCL14 (Fall)	1	\$ 5.00																
	CCL2 (Spr)	2	\$ 10.00																
	CCL3 (Sum)	3	\$ 15.00																
Degree Program Attributes	[SSADETL]	Yes	REMOVE	X____	Course-based fees (lec/lab) approved by Course Fee Committee only <sup>2</sup>														
			REMOVE	Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only <sup>2</sup>														
Contract?	[SSADETL]	No																	
Schedule Restrictions	[SSARRES]	As written in course curriculum, PLUS:																	
Field of Study (Major)		--																	
Level		--																	
Program		Yes	ADD	<input checked="" type="checkbox"/> Include HSCE															
TOPs Code Required?	[SSAOVRR]	Yes	ADD	V (live interactive video)															
URL Required	[SSASYLB]	Yes	ADD	<a href="https://www.uvu.edu/concurrent/">https://www.uvu.edu/concurrent/</a>															
Comments	1	All fee types are removed from concurrent enrollment sections because the students are not using UVU facilities, per state law.																	

Utah Valley University

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202540 - 202630: Academic Scheduling Rules

[ GENERAL ]		Livestream - 101 UVU Adult Students			
Academic Department Schedulers					
Subject	[SSASECT]	Any			
Course	[SSASECT]	Any			
Section	[SSASECT]	001 - 199 (Day = begins 7:00am thru 4:59pm) 601 - 699 (Eve = begins 5:00pm or later) 201 - 299 (Day Lab = begins 7:00am thru 4:59pm) 801 - 899 (Eve Lab = begins 5:00pm or later)			
Rule Includes / Excludes		Includes courses certified for livestream delivery by the Office of Teaching & Learning.			
Semester (Term)	[SSASECT]	Any			
Part of Term	[SSASECT]	1 B1 B2 WC Z__			
Budget (Campus)	[SSASECT]	M Tuition & student fees are assessed. This code is <u>not</u> indicative of class location.			
Schedule Type	[SSASECT]	LS			
Instructional Method	[SSASECT]	LEC LEL LAB			
Special Approval?	[SSASECT]	No			
Visible to student view?	[SSASECT]	Yes			
Location Specific?	[SSASECT]	Yes Building & Room: LIVE STREAM			
Meeting pattern required?	[SSASECT]	Yes			
Section Note Required?	[SSATEXT]	Yes ADD Lecture is held live on specific days and times, but may include an online component. Students participate using their own computer or device, and interact with the instructor and classmates on camera.			
Comments	1	Instructors should also be certified for livestream delivery by the Office of Teaching & Learning.			
Academic Scheduling Office					
Tuition / Fee Waiver	[SSASECT]	No			
Section Fees (Flat)	[SSADETL]	No			
Degree Program Attributes	[SSADETL]	Yes ADD X__ Course-based fees (lec/lab) approved by Course Fee Committee only ADD Z__ Course-based fees (lab access/software/tool) approved by Course Fee Committee only			
Contract?	[SSADETL]	No			
Schedule Restrictions	[SSARRES]	As written in course curriculum.			
Field of Study (Major)		--			
Level		--			
Program		--			
TOPs Code Required?	[SSAOVRR]	Yes ADD LIVE (Live Streaming)			
URL Required	[SSASYLB]	Yes ADD https://www.uvu.edu/otl/students/index.html			
Comments					

202540 - 202630: Academic Scheduling Rules

[ GENERAL ]		Livestream + Online - 102 UVU Adult Students			
Academic Department Schedulers					
Subject	[SSASECT]	Any			
Course	[SSASECT]	Any			
Section	[SSASECT]	001 - 199	(Day = begins 7:00am thru 4:59pm)		601 - 699 (Eve = begins 5:00pm or later)
		201 - 299	(Day Lab = begins 7:00am thru 4:59pm)		801 - 899 (Eve Lab = begins 5:00pm or later)
Rule Includes / Excludes		Includes courses certified for Livestream + Online delivery by the Office of Teaching & Learning.			
Semester (Term)	[SSASECT]	Any			
Part of Term	[SSASECT]	1	B1	B2	WC Z__
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is <u>not</u> indicative of class location.		
Schedule Type	[SSASECT]	LSO			
Instructional Method	[SSASECT]	LEC	LEL	LAB	
Special Approval?	[SSASECT]	No			
Visible to student view?	[SSASECT]	Yes			
Location Specific?	[SSASECT]	Yes	Building & Room: LIVE STREAM + ONLINE		
Meeting pattern required?	[SSASECT]	Yes	Line 1: Standard meeting pattern assigned to "LIVE STREAM" bldg/room (i.e., "MW 1600 - 1650 LIVE STREAM"). Line 2: No day/time requirement, assigned to "ONLINE" bldg/room (to capture required online hours).		
Section Note Required?	[SSATEXT]	Yes	ADD	Lecture is held live on specific days and times via livestream, plus an online component. Students will participate using their own computer or device, and interact with the instructor and classmates on camera.	
Comments	1	Instructors should also be certified for livestream delivery by the Office of Teaching & Learning.			
Academic Scheduling Office					
Tuition / Fee Waiver	[SSASECT]	No			
Section Fees (Flat)	[SSADETL]	No			
Degree Program Attributes	[SSADETL]	Yes	ADD	HY	Hybrid Delivery (applies to Schedule Type codes FFO, FLS, and LSO)
			ADD	X____	Course-based fees (lec/lab) approved by Course Fee Committee only
			ADD	Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only
Contract?	[SSADETL]	No			
Schedule Restrictions	[SSARRES]	As written in course curriculum.			
Field of Study (Major)		--			
Level		--			
Program		--			
TOPs Code Required?	[SSAOVRR]	Yes	ADD	LIVE (Live Streaming)	
URL Required	[SSASYLB]	Yes	ADD	https://www.uvu.edu/otl/students/index.html	
Comments					

202540 - 202630: Academic Scheduling Rules

[ GENERAL ]		Livestream (CE) - 103 HOME: Uvu Adult Students			
Academic Department Schedulers					
Subject	[SSASECT]	Any			
Course	[SSASECT]	Undergraduate courses only			
Section	[SSASECT]	151 - 155 (Day = begins 7:00am thru 4:59pm)		156 - 160 (Eve = begins 5:00pm or later)	
Rule Includes / Excludes		Includes livestream HOME sections. Excludes livestream RECEIVE sections for HSCE.			
Semester (Term)	[SSASECT]	Any			
Part of Term	[SSASECT]	1	B1	B2	WC Z __
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is not indicative of class location.		
Schedule Type	[SSASECT]	LS			
Instructional Method	[SSASECT]	LEC	LEL	LAB	
Special Approval?	[SSASECT]	No			
Visible to student view?	[SSASECT]	Yes	If UVU students participate (10+)		No - If only HSCE students participate
Location Specific?	[SSASECT]	Yes	Building & Room: LIVE STREAM		
Meeting pattern required?	[SSASECT]	Yes			
Section Note Required?	[SSATEXT]	Yes	ADD Lecture is held live on specific days and times, but may include an online component. Students participate using their own computer or device, and interact with the instructor and classmates on camera.		
Comments	1	Coordinated with Concurrent Enrollment Office, but submitted by academic department only.			
	2	HOME section connects to livestream RECEIVE section(s) for HSCE students. Must be cross-listed with 1+ RECEIVE sections.			
	3	If only HSCE students will be participating in the livestream cross-list, the max enrollment of the home section can be "0".			
Academic Scheduling Office					
Tuition / Fee Waiver	[SSASECT]	No			
Section Fees (Flat)	[SSADETL]	No			
Degree Program Attributes	[SSADETL]	Yes	ADD	X____	Course-based fees (lec/lab) approved by Course Fee Committee only
			ADD	Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only
Contract?	[SSADETL]	No			
Schedule Restrictions	[SSARRES]	As written in course curriculum.			
Field of Study (Major)		--			
Level		--			
Program		--			
TOPs Code Required?	[SSAOVRR]	Yes	ADD	CELS (CE Livestream)	
URL Required	[SSASYLB]	Yes	ADD	https://www.uvu.edu/otl/students/index.html	
Comments					

202540 - 202630: Academic Scheduling Rules

[ GENERAL ]

Livestream (CE) - 104  
RECEIVE: HSCE Students

Academic Department Schedulers

Subject	[SSASECT]	Any			
Course	[SSASECT]	Undergraduate courses only			
Section	[SSASECT]	L21 - L99			
Rule Includes / Excludes		Includes livestream RECEIVE sections for HSCE students. Excludes livestream HOME sections.			
Semester (Term)	[SSASECT]	Any			
Part of Term	[SSASECT]	HSD (mirror UVU full semester dates) B1 B2 HS1 and HS2 (Summer only)			
Budget (Campus)	[SSASECT]	M Tuition & student fees are assessed. This code is not indicative of class location.			
Schedule Type	[SSASECT]	LS			
Instructional Method	[SSASECT]	LEC LEL LAB			
Special Approval?	[SSASECT]	No			
Visible to student view?	[SSASECT]	No			
Location Specific?	[SSASECT]	Yes Building: Utah High School locations only Room: STREAM			
Meeting pattern required?	[SSASECT]	Yes			
Section Note Required?	[SSATEXT]	Yes ADD Lecture is held live on specific days and times, but may include an online component. Students participate using their own computer or device, and interact with the instructor and classmates on camera.			
Comments	1	Coordinated by Concurrent Enrollment Office.			
	2	HSCE students RECEIVE instruction from livestream HOME section. Must be cross-listed with a HOME section.			
	3	Taught by UVU instructor.			
	4	Waitlist = "25" is allowed.			

Academic Scheduling Office

Tuition / Fee Waiver	[SSASECT]	Yes	☑	Waives regular tuition and student fees. Off-budget (per credit) fees apply.																	
Section Fees (Flat)	[SSADETL]	Yes	ADD	<table><thead><tr><th>Level</th><th>Detail</th><th>Credits</th><th>Amount</th></tr></thead><tbody><tr><td rowspan="3">UG</td><td>CCL4 (Fall)</td><td>1</td><td>\$ 5.00</td></tr><tr><td>CCL2 (Spr)</td><td>2</td><td>\$ 10.00</td></tr><tr><td>CCL3 (Sum)</td><td>3</td><td>\$ 15.00</td></tr></tbody></table>				Level	Detail	Credits	Amount	UG	CCL4 (Fall)	1	\$ 5.00	CCL2 (Spr)	2	\$ 10.00	CCL3 (Sum)	3	\$ 15.00
Level	Detail	Credits	Amount																		
UG	CCL4 (Fall)	1	\$ 5.00																		
	CCL2 (Spr)	2	\$ 10.00																		
	CCL3 (Sum)	3	\$ 15.00																		
Degree Program Attributes	[SSADETL]	Yes	REMOVE	X____	Course-based fees (lec/lab) approved by Course Fee Committee only <sup>2</sup>																
			REMOVE	Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only <sup>2</sup>																
Contract?	[SSADETL]	No																			
Schedule Restrictions	[SSARRES]	As written in course curriculum, PLUS:																			
Field of Study (Major)		--																			
Level		--																			
Program		Yes	ADD	☑ Include HSCE																	
TOPs Code Required?	[SSAOVRR]	Yes	ADD	CELS (CE Livestream)																	
URL Required	[SSASYLB]	Yes	ADD	https://www.uvu.edu/concurrent/																	
Comments	1	All fee types are removed from concurrent enrollment sections because the students are not using UVU facilities, per state law.																			

Utah Valley University

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202540 - 202630: Academic Scheduling Rules

[ GENERAL ]		Livestream + Online (CE) - 105 HOME: UVU Adult Students			
Academic Department Schedulers					
Subject	[SSASECT]	Any			
Course	[SSASECT]	Undergraduate courses only			
Section	[SSASECT]	151 - 155	(Day = begins 7:00am thru 4:59pm)		156 - 160 (Eve = begins 5:00pm or later)
Rule Includes / Excludes		Includes livestream + Online HOME sections. Excludes livestream + Online RECEIVE sections for HSCE.			
Semester (Term)	[SSASECT]	Any			
Part of Term	[SSASECT]	1	B1	B2	WC Z __
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is <u>not</u> indicative of class location.		
Schedule Type	[SSASECT]	LSO			
Instructional Method	[SSASECT]	LEC	LEL	LAB	
Special Approval?	[SSASECT]	No			
Visible to student view?	[SSASECT]	Yes	If UVU students participate (10+)		No - If only HSCE students participate
Location Specific?	[SSASECT]	Yes	Building & Room: LIVE STREAM + ONLINE		
Meeting pattern required?	[SSASECT]	Yes	Line 1: Standard meeting pattern assigned to "LIVE STREAM" bldg/room (i.e., "MW 1600 - 1650 LIVE STREAM"). Line 2: No day/time requirement, assigned to "ONLINE ONLINE" bldg/room (to capture required online hours).		
Section Note Required?	[SSATEXT]	Yes	ADD	Lecture is held live on specific days and times via livestream, plus an online component. Students will participate using their own computer or device, and interact with the instructor and classmates on camera.	
Comments	1	Coordinated with Concurrent Enrollment Office, but submitted by academic department only.			
	2	HOME section connects to Livestream + Online RECEIVE section(s) for HSCE students. Must be cross-listed with 1+ RECEIVE sections.			
	3	If only HSCE students will be participating in the livestream cross-list, the max enrollment of the home section can be "0".			
Academic Scheduling Office					
Tuition / Fee Waiver	[SSASECT]	No			
Section Fees (Flat)	[SSADETL]	No			
Degree Program Attributes	[SSADETL]	Yes	ADD	HY	Hybrid Delivery (applies to Schedule Type codes FFO, FLS, and LSO)
			ADD	X____	Course-based fees (lec/lab) approved by Course Fee Committee only
			ADD	Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only
Contract?	[SSADETL]	No			
Schedule Restrictions	[SSARRES]	As written in course curriculum.			
Field of Study (Major)		--			
Level		--			
Program		--			
TOPs Code Required?	[SSAOVRR]	Yes	ADD	CELS (CE Livestream)	
URL Required	[SSASYLB]	Yes	ADD	https://www.uvu.edu/ofl/students/index.html	
Comments					

202540 - 202630: Academic Scheduling Rules

[ GENERAL ]			Livestream + Online (CE) - 106																	
			RECEIVE: HSCE Students																	
Academic Department Schedulers																				
Subject	[SSASECT]	Any																		
Course	[SSASECT]	Undergraduate courses only																		
Section	[SSASECT]	L21 - L99																		
Rule Includes / Excludes		Includes Livestream + Online RECEIVE sections for HSCE students.		Excludes Livestream + Online HOME sections.																
Semester (Term)	[SSASECT]	Any																		
Part of Term	[SSASECT]	HSD (mirror UVU full semester dates)	B1	B2	HS1 and HS2 (Summer only)															
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is <u>not</u> indicative of class location.																	
Schedule Type	[SSASECT]	LSO																		
Instructional Method	[SSASECT]	LEC	LEL	LAB																
Special Approval?	[SSASECT]	No																		
Visible to student view?	[SSASECT]	No																		
Location Specific?	[SSASECT]	Yes	Building: Utah high school locations only		Room: STREAM + ONLINE															
Meeting pattern required?	[SSASECT]	Yes	Line 1: Standard meeting pattern assigned to "HS__STREAM" bldg/room (i.e., "MW 1600 - 1650 HSAF STREAM"). Line 2: No day/time requirement, assigned to "HS__ONLINE" bldg/room (to capture required online hours).																	
Section Note Required?	[SSATEXT]	Yes	ADD	Lecture is held live on specific days and times via livestream, plus an online component. Students will participate using their own computer or device, and interact with the instructor and classmates on camera.																
Comments	1	Coordinated by Concurrent Enrollment Office.																		
	2	HSCE students RECEIVE instruction FROM livestream HOME section. Must be cross-listed with a HOME section.																		
	3	Taught by UVU instructor.																		
	4	Waitlist = "25" is allowed.																		
Academic Scheduling Office																				
Tuition / Fee Waiver	[SSASECT]	Yes	☑	Waives regular tuition and student fees. Off-budget (per credit) fees apply.																
Section Fees (Flat)	[SSADETL]	Yes	ADD	<table><tr><th>Level</th><th>Detail</th><th>Credits</th><th>Amount</th></tr><tr><td rowspan="3">UG</td><td>CCL4 (Fall)</td><td>1</td><td>\$ 5.00</td></tr><tr><td>CCL2 (Spr)</td><td>2</td><td>\$ 10.00</td></tr><tr><td>CCL3 (Sum)</td><td>3</td><td>\$ 15.00</td></tr></table>			Level	Detail	Credits	Amount	UG	CCL4 (Fall)	1	\$ 5.00	CCL2 (Spr)	2	\$ 10.00	CCL3 (Sum)	3	\$ 15.00
Level	Detail	Credits	Amount																	
UG	CCL4 (Fall)	1	\$ 5.00																	
	CCL2 (Spr)	2	\$ 10.00																	
	CCL3 (Sum)	3	\$ 15.00																	
Degree Program Attributes	[SSADETL]	Yes	ADD	HY	Hybrid Delivery (applies to Schedule Type codes FFO, FLS, and LSO)															
			REMOVE	X____	Course-based fees (lec/lab) approved by Course Fee Committee only <sup>2</sup>															
			REMOVE	Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only <sup>2</sup>															
Contract?	[SSADETL]	No																		
Schedule Restrictions	[SSARRES]	As written in course curriculum, PLUS:																		
Field of Study (Major)		--																		
Level		--																		
Program		Yes	ADD	☑	Include HSCE															
TOPs Code Required?	[SSAOVRR]	Yes	ADD	CELS (CE Livestream)																
URL Required	[SSASYLB]	Yes	ADD	https://www.uvu.edu/concurrent/																
Comments	1	All fee types are removed from concurrent enrollment sections because the students are not using UVU facilities, per state law.																		

202540 - 202630: Academic Scheduling Rules

[ GENERAL ]		Native American Learning Community				
Academic Department Schedulers						
Subject	[SSASECT]	ENGL	POLS			
Course	[SSASECT]	1010	1000			
		2010				
Section Rule Includes / Excludes	[SSASECT]	001 - 199	(Day = begins 7:00am thru 4:59pm)		601 - 699	(Eve = begins 5:00pm or later)
Semester (Term)	[SSASECT]	Any				
Part of Term	[SSASECT]	1	B1	B2	WC	Z __
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is <u>not</u> indicative of class location.			
Schedule Type	[SSASECT]	F	FFO	FLS	LS	LSO X
Instructional Method	[SSASECT]	LEC	LEL	LAB	SUP	
Special Approval?	[SSASECT]	No				
Visible to student view?	[SSASECT]	Yes				
Location Specific?	[SSASECT]	Yes	Building & Room: UVU classroom or lab			
Meeting pattern required?		Yes				
Section Note Required?	[SSATEXT]	Yes	ADD	This course focuses on Native American students, fulfilling course requirements with an emphasis on indigenous issues and writing for social change to benefit Native American communities.		
Comments	1	If offering with schedule type code "FFO", "FLS", "LS", or "LSO", refer to General Rules for additional coding requirements.				
	2	This rule may apply in addition to any specific department rule.				
Academic Scheduling Office						
Tuition / Fee Waiver	[SSASECT]	No				
Section Fees (Flat)	[SSADETL]	No				
Degree Program Attributes	[SSADETL]	Yes	ADD	X____	Course-based fees (lec/lab) approved by Course Fee Committee only	
			ADD	Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only	
Contract?	[SSADETL]	No				
Schedule Restrictions	[SSARRES]	As written in course curriculum.				
Field of Study (Major)		--				
Level		--				
Program		--				
TOPs Code Required?	[SSAOVRR]	No				
URL Required	[SSASYLB]	No				
Comments	1	Always copy Program Director when confirming request(s) are processed.				

202540 - 202630: Academic Scheduling Rules

[ GENERAL ]		North Valley Locations			
Academic Department Schedulers					
Subject	[SSASECT]	Any			
Course	[SSASECT]	Any			
Section	[SSASECT]	301 - 399	(Day = begins 7:00am thru 4:59pm)	701 - 799	(Eve = begins 5:00pm or later)
Rule Includes / Excludes					
Semester (Term)	[SSASECT]	Any			
Part of Term	[SSASECT]	1	B1	B2	WC      Z __
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed.    This code is <u>not</u> indicative of class location.		
Schedule Type	[SSASECT]	F	FFO	FLS	X
Instructional Method	[SSASECT]	LEC	LEL	LAB	
Special Approval?	[SSASECT]	No			
Visible to student view?	[SSASECT]	Yes			
Location Specific?	[SSASECT]	Yes	Building: TG or TH		Room: Refer to Master Room List
Meeting pattern required?	[SSASECT]	Yes			
Section Note Required?	[SSATEXT]	Yes	<div><div>ADD</div><div>This section will be held at:</div></div> <div><div>TG</div><div>Thanksgiving Point, 2912 Executive Parkway, Lehi.</div></div> <div><div>TH</div><div>Thanksgiving Point, 2889 West Ashton Blvd, Lehi.</div></div>		
Comments	1	If offering with schedule type code "FFO" or "FLS", refer to General Rules for additional coding requirements.			
	2	Locations listed are not all inclusive. Refer to Standard Section Notes tab for more information.			
Academic Scheduling Office					
Tuition / Fee Waiver	[SSASECT]	No			
Section Fees (Flat)	[SSADETL]	No			
Degree Program Attributes	[SSADETL]	Yes	ADD	X____	Course-based fees (lec/lab) approved by Course Fee Committee only
			ADD	Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only
Contract?	[SSADETL]	No			
Schedule Restrictions	[SSARRES]	As written in course curriculum.			
Field of Study (Major)		--			
Level		--			
Program		--			
TOPs Code Required?	[SSAOVRR]	Yes	ADD	NV (North Valley)	
URL Required	[SSASYLB]	Yes	ADD	<a href="https://www.uvu.edu/maps/">https://www.uvu.edu/maps/</a>	
Comments	1	LAB section number trumps North Valley section number.			

202540 - 202630: Academic Scheduling Rules

[ GENERAL ]		Online - 101 UVU Adult Students <i>(resident / local)</i>			
Academic Department Schedulers					
Subject	[SSASECT]	Any			
Course	[SSASECT]	Any			
Section	[SSASECT]	X01 - X97			
Rule Includes / Excludes		Includes online sections for resident/ <u>local</u> students. Excludes X51 - X59 reserved for non-resident/global online students.			
Semester (Term)	[SSASECT]	Any			
Part of Term	[SSASECT]	1	B1	B2	WC Z __
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is <u>not</u> indicative of class location.		
Schedule Type	[SSASECT]	W			
Instructional Method	[SSASECT]	LEC	LEL	LAB	
Special Approval?	[SSASECT]	No			
Visible to student view?	[SSASECT]	Yes			
Location Specific?	[SSASECT]	Yes	Building & Room: ONLINE ONLINE		
Meeting pattern required?	[SSASECT]	No	Meeting line does not reflect specific day(s) or time(s), but must exist in Banner to capture required contact hours/week.		
Section Note Required?	[SSATEXT]	No			
Comments	1	Can be cross-listed w/Online non-resident sections (X51-X59) with written approval from Financial Manager.			
	2	Online internships do not follow this rule. See "INTERNSHIP" rule above.			
Academic Scheduling Office					
Tuition / Fee Waiver	[SSASECT]	No			
Section Fees (Flat)	[SSADETL]	No			
Degree Program Attributes	[SSADETL]	Yes	ADD	X____	Course-based fees (lec/lab) approved by Course Fee Committee only
			ADD	Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only
Contract?	[SSADETL]	No			
Schedule Restrictions	[SSARRES]	As written in course curriculum.			
Field of Study (Major)		--			
Level		--			
Program		--			
TOPs Code Required?	[SSAOVRR]	Yes	ADD	INT (Internet)	
URL Required	[SSASYLB]	Yes	ADD	<a href="https://www.uvu.edu/otl/students/index.html">https://www.uvu.edu/otl/students/index.html</a>	
Comments					

202540 - 202630: Academic Scheduling Rules

[ GENERAL ]										Online - 102										
UVU Adult Students (non-resident / global)																				
Academic Department Schedulers																				
Subject	[SSASECT]	Any																		
Course	[SSASECT]	Any																		
Section	[SSASECT]	X51 - X59																		
Rule Includes / Excludes		Includes online sections for non-resident/global students.										Excludes X01 - X97 online sections for resident/local students.								
		Excludes Aviation, Emergency Services, and Technology Mgmt courses.																		
Semester (Term)	[SSASECT]	Any																		
Part of Term	[SSASECT]	1	B1	B2	WC	Z__														
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is not indicative of class location.																	
Schedule Type	[SSASECT]	W																		
Instructional Method	[SSASECT]	LEC	LEL	LAB																
Special Approval?	[SSASECT]	No																		
Visible to student view?	[SSASECT]	Yes																		
Location Specific?	[SSASECT]	Yes	Building & Room: ONLINE ONLINE																	
Meeting pattern required?	[SSASECT]	No	Meeting line does not reflect specific day(s) or time(s), but must exist in Banner to capture required contact hours/week.																	
Section Note Required?	[SSATEXT]	No																		
Comments	1	Can be cross-listed w/Online local sections (X01-X50) with written approval from Financial Manager.																		
	2	Online internships do not follow this rule. See "INTERNSHIP" rule above.																		
	3	See college/subject specific rules for non-resident students: Aviation, Emergency Services, and Technology Management.																		
Academic Scheduling Office																				
Tuition / Fee Waiver	[SSASECT]	Yes	<input checked="" type="checkbox"/>	Waives regular tuition and student fees. Off-budget (per credit) fees apply.																
Section Fees (Flat)	[SSADETL]	Yes	ADD																	
				Level		Detail		Credits		Amount										
				UG		G911		1		\$ 188.00										
								2		\$ 376.00										
						3		\$ 564.00												
Degree Program Attributes	[SSADETL]	Yes	ADD	AG	(Global Aviation)															
				REMOVE	X____	Course-based fees (lec/lab) approved by Course Fee Committee only														
				REMOVE	Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only														
Contract	[SSADETL]	Yes	ADD	SD, 100%	(Off-budget program or recording fee only)															
Schedule Restrictions	[SSARRES]	As written in course curriculum, PLUS:																		
Field of Study (Major)			ADD	<input checked="" type="checkbox"/> Include Major																
				AVIG	AVSG	EMSG	EMSO	GPIL	GSTM	GVMT										
Level		--																		
Program		--																		
TOPs Code Required?	[SSAOVRR]	Yes	ADD	DE	(Dis Ed Off Bud-Global Aviation)															
URL Required	[SSASYLB]	Yes	ADD	https://www.uvu.edu/otl/students/index.html																
Comments																				



202540 - 202630: Academic Scheduling Rules

[ GENERAL ]

Online (CE) - 104  
RECEIVE: HSCE Students

Academic Department Schedulers

Subject	[SSASECT]	Any			
Course	[SSASECT]	Undergraduate courses only			
Section	[SSASECT]	W21 - W99			
Rule Includes / Excludes		Includes Online (CE) HSCE sections. Excludes Online (CE) HOME sections.			
Semester (Term)	[SSASECT]	Any			
Part of Term	[SSASECT]	HSD (mirror UVU full semester dates) B1 B2 HS1 and HS2 (Summer only)			
Budget (Campus)	[SSASECT]	M Tuition & student fees are assessed. This code is not indicative of class location.			
Schedule Type	[SSASECT]	W			
Instructional Method	[SSASECT]	LEC LEL LAB			
Special Approval?	[SSASECT]	No			
Visible to student view?	[SSASECT]	No			
Location Specific?	[SSASECT]	Yes Building: Utah high school locations only Room: ONLINE			
Meeting pattern required?	[SSASECT]	No Meeting line does not reflect specific day(s) or time(s), but must exist in Banner to capture required contact hours/week.			
Section Note Required?	[SSATEXT]	No			
Comments	1	Coordinated by Concurrent Enrollment Office.			
	2	HSCE students RECEIVE instruction from online HOME section. Must be cross-listed with a HOME section.			
	3	Taught by UVU instructor.			
	4	Waitlist = "25" is allowed.			

Academic Scheduling Office

Tuition / Fee Waiver	[SSASECT]	Yes	<input checked="" type="checkbox"/>	Waives regular tuition and student fees. Off-budget (per credit) fees apply.																	
Section Fees (Flat)	[SSADETL]	Yes	ADD	<table><thead><tr><th>Level</th><th>Detail</th><th>Credits</th><th>Amount</th></tr></thead><tbody><tr><td rowspan="3">UG</td><td>CCL4 (Fall)</td><td>1</td><td>\$ 5.00</td></tr><tr><td>CCL2 (Spr)</td><td>2</td><td>\$ 10.00</td></tr><tr><td>CCL3 (Sum)</td><td>3</td><td>\$ 15.00</td></tr></tbody></table>				Level	Detail	Credits	Amount	UG	CCL4 (Fall)	1	\$ 5.00	CCL2 (Spr)	2	\$ 10.00	CCL3 (Sum)	3	\$ 15.00
Level	Detail	Credits	Amount																		
UG	CCL4 (Fall)	1	\$ 5.00																		
	CCL2 (Spr)	2	\$ 10.00																		
	CCL3 (Sum)	3	\$ 15.00																		
Degree Program Attributes	[SSADETL]	Yes	REMOVE	X____	Course-based fees (lec/lab) approved by Course Fee Committee only <sup>1</sup>																
			REMOVE	Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only <sup>1</sup>																
Contract?	[SSADETL]	No																			
Schedule Restrictions	[SSARRES]	As written in course curriculum, PLUS:																			
Field of Study (Major)		--																			
Level		--																			
Program		Yes	ADD	<input checked="" type="checkbox"/> Include HSCE																	
TOPs Code Required?	[SSAOVRR]	Yes	ADD	CEON (CE Online)																	
URL Required	[SSASYLB]	Yes	ADD	https://www.uvu.edu/concurrent/																	
Comments	1	All fee types are removed from concurrent enrollment sections because the students are not using UVU facilities, per state law.																			

Utah Valley University

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202540 - 202630: Academic Scheduling Rules

[ GENERAL ]		Service Learning			
Academic Department Schedulers					
Subject	[SSASECT]	Any			
Course	[SSASECT]	Any			
Section	[SSASECT]	Any			
Rule Includes / Excludes		Includes courses approved by the Center for Social Impact (by semester).			
Semester (Term)	[SSASECT]	Any			
Part of Term	[SSASECT]	Any			
Budget (Campus)	[SSASECT]	Any			
Schedule Type	[SSASECT]	Any			
Instructional Method	[SSASECT]	Any			
Special Approval?	[SSASECT]	No			
Visible to student view?	[SSASECT]	Yes			
Location Specific?	[SSASECT]	No			
Meeting pattern required?		Varies			
Section Note Required?	[SSATEXT]	Yes	ADD	This section requires students to participate in at least 20 hours of community-engaged service.	
Comments	1	This rule is applied in addition to any general and/or department rule.			
Academic Scheduling Office					
Tuition / Fee Waiver	[SSASECT]	No			
Section Fees (Flat)	[SSADETL]	No			
Degree Program Attributes	[SSADETL]	Yes	ADD	SL	Service Learning Section
Contract?	[SSADETL]	No			
Schedule Restrictions	[SSARRES]	As written in course curriculum.			
Field of Study (Major)		--			
Level		--			
Program		--			
TOPs Code Required?	[SSAOVRR]	No			
URL Required	[SSASYLB]	Yes	ADD	https://www.uvu.edu/socialimpact/	
Comments					

202540 - 202630: Academic Scheduling Rules

[ GENERAL ]		South Valley Locations			
Academic Department Schedulers					
Subject	[SSASECT]	Any			
Course	[SSASECT]	Any			
Section	[SSASECT]	301 - 399	(Day = begins 7:00am thru 4:59pm)		701 - 799 (Eve = begins 5:00pm or later)
Rule <b>Includes</b> / <b>Excludes</b>					
Semester (Term)	[SSASECT]	Any			
Part of Term	[SSASECT]	1	B1	B2	WC Z __
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is <u>not</u> indicative of class location.		
Schedule Type	[SSASECT]	F	FFO	FLS	X
Instructional Method	[SSASECT]	LEC	LEL	LAB	
Special Approval?	[SSASECT]	No			
Visible to student view?	[SSASECT]	Yes			
Location Specific?	[SSASECT]	Yes	Building & Room: <b>HSADV TBA</b> Advanced Learning Center (161 E 400 N, Salem)		
Meeting pattern required?	[SSASECT]	Yes			
Section Note Required?	[SSATEXT]	Yes	ADD	This section will be held at Advanced Learning Center, 161 E 400 N, Salem.	
Comments	1	If offering with schedule type code "FFO" or "FLS", refer to General Rules for additional coding requirements.			
	2	Locations listed are not all inclusive. Refer to Standard Section Notes tab for more information.			
Academic Scheduling Office					
Tuition / Fee Waiver	[SSASECT]	No			
Section Fees (Flat)	[SSADETL]	No			
Degree Program Attributes	[SSADETL]	Yes	ADD	X____	Course-based fees (lec/lab) approved by Course Fee Committee only
			ADD	Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only
Contract?	[SSADETL]	No			
Schedule Restrictions	[SSARRES]	As written in course curriculum.			
Field of Study (Major)		--			
Level		--			
Program		--			
TOPs Code Required?	[SSAOVRR]	Yes	ADD	SV (South Valley)	
URL Required	[SSASYLB]	Yes	ADD	https://www.uvu.edu/maps/	
Comments	1	LAB section number trumps South Valley section number.			

202540 - 202630: Academic Scheduling Rules

Wasatch Campus  
(Heber)

[ GENERAL ]

Academic Department Schedulers

Subject	[SSASECT]	Any
Course	[SSASECT]	Any
Section	[SSASECT]	<b>301</b> - 399 (Day = begins 7:00am thru 4:59pm) <b>701</b> - 799 (Eve = begins 5:00pm or later)
Rule Includes / Excludes		<b>Excludes</b> WSB's "WARM" program.
Semester (Term)	[SSASECT]	Any
Part of Term	[SSASECT]	<b>1</b> <b>B1</b> <b>B2</b> <b>WC</b> <b>Z</b> __
Budget (Campus)	[SSASECT]	<b>M</b> Tuition & student fees are assessed. This code is <u>not</u> indicative of class location.
Schedule Type	[SSASECT]	<b>F</b> <b>FFO</b> <b>FLS</b> <b>X</b>
Instructional Method	[SSASECT]	<b>LEC</b> <b>LEL</b> <b>LAB</b>
Special Approval?	[SSASECT]	No
Visible to student view?	[SSASECT]	<b>Yes</b>
Location Specific?	[SSASECT]	<b>Yes</b> Building: <b>WC</b> Room: <b>Refer to Master Room List</b>
Meeting pattern required?	[SSASECT]	<b>Yes</b>
Section Note Required?	[SSATEXT]	<b>Yes</b> <b>ADD</b> This section will be held at Wasatch Campus, 3111 N College Way, Heber.
Comments	1	Excludes WSB's "WARM" program. See rule "WSB - 101" for more information.
	2	If offering with schedule type code "FFO" or "FLS", refer to General Rules for additional coding requirements.

Academic Scheduling Office

Tuition / Fee Waiver	[SSASECT]	No
Section Fees (Flat)	[SSADETL]	No
Degree Program Attributes	[SSADETL]	<b>Yes</b> <b>ADD</b> <b>X</b> ____ Course-based fees (lec/lab) approved by Course Fee Committee only <b>ADD</b> <b>Z</b> ____ Course-based fees (lab access/software/tool) approved by Course Fee Committee only
Contract?	[SSADETL]	No
Schedule Restrictions	[SSARRES]	As written in course curriculum.
Field of Study (Major)		--
Level		--
Program		--
TOPs Code Required?	[SSAOVRR]	<b>Yes</b> <b>ADD</b> <b>WC</b> (Wasatch Campus)
URL Required	[SSASYLB]	<b>Yes</b> <b>ADD</b> <a href="https://www.uvu.edu/wasatch/">https://www.uvu.edu/wasatch/</a>
Comments	1	LAB section number trumps Wasatch Campus section number.

202540 - 202630: Academic Scheduling Rules

[ GENERAL ]		Weekend				
Academic Department Schedulers						
Subject	[SSASECT]	Any				
Course	[SSASECT]	Any				
Section	[SSASECT]	001 - 199	(Day = begins 7:00am thru 4:59pm)		601 - 699	(Eve = begins 5:00pm or later)
		201 - 299	(Day Lab = begins 7:00am thru 4:59pm)		801 - 899	(Eve Lab = begins 5:00pm or later)
Rule Includes / Excludes		Includes classes beginning Friday 5pm or later and Saturday.				
Semester (Term)	[SSASECT]	Any				
Part of Term	[SSASECT]	B1	B2	WC	Z __	
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is <u>not</u> indicative of class location.			
Schedule Type	[SSASECT]	F	FFO	FLS	LS	LSO X
Instructional Method	[SSASECT]	LEC	LEL	LAB		
Special Approval?	[SSASECT]	No				
Visible to student view?	[SSASECT]	Yes				
Location Specific?	[SSASECT]	Yes	Building & Room: UVU classroom or lab			
Meeting pattern required?	[SSASECT]	Yes				
Section Note Required?	[SSATEXT]	No				
Comments	1	CB may be the preferred building for parking and/or consolidating classes for convenience.				
	2	If offering with Schedule Type code "FFO", "FLS", "LS", or "LSO", refer to General Rules for additional coding requirements.				
	3	Part of Term code "WC" includes the same number of weeks as code "1" for Fall / Spring only (Summer is condensed into ten weeks).				
Academic Scheduling Office						
Tuition / Fee Waiver	[SSASECT]	No				
Section Fees (Flat)	[SSADETL]	No				
Degree Program Attributes	[SSADETL]	Yes	ADD	X____	Course-based fees (lec/lab) approved by Course Fee Committee only	
			ADD	Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only	
Contract?	[SSADETL]	No				
Schedule Restrictions	[SSARRES]	As written in course curriculum.				
Field of Study (Major)		--				
Level		--				
Program		--				
TOPs Code Required?	[SSAOVRR]	Yes	ADD	WK (Weekend)		
URL Required	[SSASYLB]	No				
Comments						

202540 - 202630: Academic Scheduling Rules

[ GENERAL ]		West Campus			
Academic Department Schedulers					
Subject	[SSASECT]	Any			
Course	[SSASECT]	Any			
Section	[SSASECT]	301 - 399	(Day = begins 7:00am thru 4:59pm)		701 - 799 (Eve = begins 5:00pm or later)
Rule Includes / Excludes					
Semester (Term)	[SSASECT]	Any			
Part of Term	[SSASECT]	1	B1	B2	WC Z __
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is <u>not</u> indicative of class location.		
Schedule Type	[SSASECT]	F	FFO	FLS	X
Instructional Method	[SSASECT]	LEC	LEL	LAB	
Special Approval?	[SSASECT]	No			
Visible to student view?	[SSASECT]	Yes			
Location Specific?	[SSASECT]	Yes	Building:	DX - Digital Transformation building	Room: Refer to Master Room List
				HP - Health Professions building	
				NG - Nat'l Guard building	
				WH - Warehouse	
Meeting pattern required?	[SSASECT]	Yes			
Section Note Required?	[SSATEXT]	Yes	ADD	This section will be held at:	
			DX	West Campus (west of I-15), 1551 W 1000 S, Orem.	
			HP	West Campus (west of I-15), 951 S Geneva Road, Orem	
Comments	1	If offering with schedule type code "FFO" or "FLS", refer to General Rules for additional coding requirements.			
	2	National Guard building hours: Open Mon - Thu 8am - 10pm and Fri 8am - 5pm. Closed weekends.			
Academic Scheduling Office					
Tuition / Fee Waiver	[SSASECT]	No			
Section Fees (Flat)	[SSADETL]	No			
Degree Program Attributes	[SSADETL]	Yes	ADD	X____	Course-based fees (lec/lab) approved by Course Fee Committee only
			ADD	Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only
Contract?	[SSADETL]	No			
Schedule Restrictions	[SSARRES]	As written in course curriculum.			
Field of Study (Major)		--			
Level		--			
Program		--			
TOPs Code Required?	[SSAOVRR]	Yes	ADD	WEST (West Campus)	
URL Required	[SSASYLB]	Yes	ADD	https://www.uvu.edu/maps/	
Comments	1	LAB section number trumps West Campus section number.			

202540 - 202630: Academic Scheduling Rules

[ B U ] SCHOOL of BUSINESS

WSB - 101  
(Wasatch Resort Management Program)

Academic Department Schedulers

Subject	[SSASECT]	ACC	HM				HR	MGMT	MKTG	
Course	[SSASECT]	2110	3000	3200G	4150	4810R	3430	2340	2200G	
			3020	3210	4200	4960R			2390	
			3030	3390	4250					
			3100	3400	4400					
			3150	3710	4550					
Section	[SSASECT]	415 - 425	(Day = begins 7:00am thru 4:59pm)				915 - 925	(Eve = begins 5:00pm or later)		
Rule Includes / Excludes		Includes Wasatch Resort Management Program ("WARM") courses only.								
Semester (Term)	[SSASECT]	Any								
Part of Term	[SSASECT]	1	B1	B2	INT	WC	Z__			
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is <u>not</u> indicative of class location.							
Schedule Type	[SSASECT]	F	FFO	FLS	LS	LSO	X			
Instructional Method	[SSASECT]	LEC	LEL	LAB	SUP					
Special Approval?	[SSASECT]	No								
Visible to student view?	[SSASECT]	Yes								
Location Specific?	[SSASECT]	Yes	Building: WC		Room: Refer to Master Room List					
Meeting pattern required?	[SSASECT]	Yes								
Section Note Required?	[SSATEXT]	Yes	ADD Wasatch Resort Management Program. This section will be held at Wasatch Campus, 3111 N College Way, Heber.							
Comments	1	If offering with schedule type code "FFO", "FLS", "LS", or "LSO", refer to General Rules for additional coding requirements.								

Academic Scheduling Office

Tuition / Fee Waiver	[SSASECT]	Yes	<input checked="" type="checkbox"/>	Waives regular tuition and student fees. Off-budget (per credit) fees apply.																	
Section Fees (Flat)	[SSADETL]	Yes	ADD	<table><thead><tr><th>Level</th><th>Detail</th><th>Credits</th><th>Amount</th></tr></thead><tbody><tr><td rowspan="3">UG</td><td rowspan="3">C929</td><td>1</td><td>\$ 300.00</td></tr><tr><td>2</td><td>\$ 600.00</td></tr><tr><td>3</td><td>\$ 900.00</td></tr></tbody></table>						Level	Detail	Credits	Amount	UG	C929	1	\$ 300.00	2	\$ 600.00	3	\$ 900.00
				Level	Detail	Credits	Amount														
				UG	C929	1	\$ 300.00														
						2	\$ 600.00														
						3	\$ 900.00														
Degree Program Attributes	[SSADETL]	Yes	ADD	X____	Course-based fees (lec/lab) approved by Course Fee Committee only																
				Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only																
Contract?	[SSADETL]	Yes	ADD	SD, 100%	(Off-budget program or recording fee only)																
Schedule Restrictions	[SSARRES]	As written in course curriculum, PLUS:																			
Field of Study (Major)		--																			
Level		--																			
Program		Yes	ADD	<input checked="" type="checkbox"/> Include	BS-HMON	BS-HOSP	BS-HOSW														
TOPs Code Required?	[SSAOVRR]	Yes	WC (Wasatch Campus)																		
URL Required	[SSASYLB]	Yes	<a href="https://www.uvu.edu/wasatch/">https://www.uvu.edu/wasatch/</a>																		
Comments	1	Non-standard meeting patterns allowed in WC 224 (exception expires 2027-40).																			

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202540 - 202630: Academic Scheduling Rules

[ B U ] SCHOOL of BUSINESS		WSB - 102 Air Force and Army ROTC			
Academic Department Schedulers					
Subject	[SSASECT]	AERO	MILS		
Course	[SSASECT]	Undergraduate courses only			
Section	[SSASECT]	415 - 425	(Day = begins 7:00am thru 4:59pm)		915 - 925 (Eve = begins 5:00pm or later)
Rule Includes / Excludes		Includes ROTC (Military Science) courses only.			
Semester (Term)	[SSASECT]	Any			
Part of Term	[SSASECT]	1	B1	B2	WC Z __
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is <u>not</u> indicative of class location.		
Schedule Type	[SSASECT]	F	FFO	FLS	LS LSO X
Instructional Method	[SSASECT]	LEC	LEL	LAB	
Special Approval?	[SSASECT]	No			
Visible to student view?	[SSASECT]	Yes			
Location Specific?	[SSASECT]	Yes	Building & Room: UVU classroom or lab (or RL 142, 0700-1200 only)  AERO may be scheduled at "OTBYU TBA" on request		
Meeting pattern required?	[SSASECT]	Yes			
Section Note Required?	[SSATEXT]	No			
Comments	1	If offering with schedule type code "FFO", 'FLS', "LS", or "LSO", refer to General Rules for additional coding requirements.			
	2	UVU historical agreement.			
Academic Scheduling Office					
Tuition / Fee Waiver	[SSASECT]	No			
Section Fees (Flat)	[SSADETL]	No			
Degree Program Attributes	[SSADETL]	Yes	ADD	X____	Course-based fees (lec/lab) approved by Course Fee Committee only
			ADD	Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only
Contract?	[SSADETL]	Yes	ADD	SD, 100%	Off-budget program or recording fee only
Schedule Restrictions	[SSARRES]	As written in course curriculum.			
Field of Study (Major)		--			
Level		--			
Program		--			
TOPs Code Required?	[SSAOVRR]	No			
URL Required	[SSASYLB]	No			
Comments					

202540 - 202630: Academic Scheduling Rules

[ E D ] SCHOOL of EDUCATION		SOE - 101 ED Department (General)					
Academic Department Schedulers							
Subject	[SSASECT]	CGCL	EDAB	EDCO	EDHE	EDLE	EDUC
Course	[SSASECT]	Any	Any	Any	Any	Any	Any
Section	[SSASECT]	001 - 199	(Day = begins 7:00am thru 4:59pm)			601 - 699	(Eve = begins 5:00pm or later)
		201 - 299	(Day Lab = begins 7:00am thru 4:59pm)			801 - 899	(Eve Lab = begins 5:00pm or later)
Rule Includes / Excludes		Includes all course sections <u>not</u> covered by another rule.					
Semester (Term)	[SSASECT]	Any					
Part of Term	[SSASECT]	1	B1	B2	WC	Z __	EDU (summer only)
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is <u>not</u> indicative of class location.				
Schedule Type	[SSASECT]	F	FFO	FLS	LS	LSO	X
Instructional Method	[SSASECT]	LEC	LEL	LAB			
Special Approval?	[SSASECT]	No					
Visible to student view?	[SSASECT]	Yes					
Location Specific?	[SSASECT]	Yes	Building: ME Room: Refer to Master Room List				
Meeting pattern required?	[SSASECT]	Yes					
Section Note Required?	[SSATEXT]	No					
Comments	1	"EDU" Part of Term dates must be defined by EDUC department prior to semester roll process. Dates cannot be adjusted later.					
	2	If offering with schedule type code "FFO", "FLS", "LS", or "LSO", refer to General Rules for additional coding requirements.					
	3	Instructor must be present in the classroom.					
Academic Scheduling Office							
Tuition / Fee Waiver	[SSASECT]	No					
Section Fees (Flat)	[SSADETL]	No					
Degree Program Attributes	[SSADETL]	Yes	ADD	X____	Course-based fees (lec/lab) approved by Course Fee Committee only		
			ADD	Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only		
Contract?	[SSADETL]	No					
Schedule Restrictions	[SSARRES]	As written in course curriculum.					
Field of Study (Major)		--					
Level		--					
Program		--					
TOPs Code Required?	[SSAOVRR]	No					
URL Required	[SSASYLB]	No					
Comments	1	Email confirmations must include program coordinator (if applicable), authorized scheduler, and department chair.					

202540 - 202630: Academic Scheduling Rules

[ E D ] SCHOOL of EDUCATION

SOE - 102

EDUC: Endorsement (School District)

Academic Department Schedulers

Subject	[SSASECT]	EDUC	
Course	[SSASECT]	Any	
Section	[SSASECT]	415 - 425 (Day = begins 7:00am thru 4:59pm)	915 - 925 (Eve = begins 5:00pm or later)
Rule Includes / Excludes		Includes Endorsement Program courses held at Utah school district locations only.	
Semester (Term)	[SSASECT]	Any	
Part of Term	[SSASECT]	1	B1 B2 WC Z __ EDU (summer only)
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is not indicative of class location.
Schedule Type	[SSASECT]	F	FFO FLS LS LSO X
Instructional Method	[SSASECT]	LEC	LEL LAB
Special Approval?	[SSASECT]	No	
Visible to student view?	[SSASECT]	Yes	
Location Specific?	[SSASECT]	Yes	Building: Utah school district locations only Room: TBA
Meeting pattern required?	[SSASECT]	Yes	
Section Note Required?	[SSATEXT]	Yes	ADD Include location and EDUC phone number (i.e. "Alpine School District, (801) 863-7614")
Comments	1	If offering with schedule type code "FFO", "FLS", "LS", or "LSO", refer to General Rules for additional coding requirements.	
	2	Instructor must be present in the classroom.	
	3	Miscellaneous (aka "Special" or "Z__") Part of Term codes must be requested prior to submitting sections in CourseLeaf CLSS, and cannot be adjusted later.	
	4	State / Federal holidays are not counted as instruction days; students cannot be required to attend.	

Academic Scheduling Office

Tuition / Fee Waiver	[SSASECT]	Yes	<input checked="" type="checkbox"/>	Waives regular tuition and student fees. Off-budget (per credit) fees apply.												
Section Fees (Flat)	[SSADETL]	Yes	ADD	<table><thead><tr><th>Level</th><th>Detail</th><th>Credits</th><th>Amount</th></tr></thead><tbody><tr><td rowspan="3">GR + UG</td><td rowspan="3">C112</td><td>1</td><td>\$ 15.00</td></tr><tr><td>2</td><td>\$ 30.00</td></tr><tr><td>3</td><td>\$ 45.00</td></tr></tbody></table>	Level	Detail	Credits	Amount	GR + UG	C112	1	\$ 15.00	2	\$ 30.00	3	\$ 45.00
Level	Detail	Credits	Amount													
GR + UG	C112	1	\$ 15.00													
		2	\$ 30.00													
		3	\$ 45.00													
Degree Program Attributes	[SSADETL]	Yes	REMOVE	X__ Course-based fees (lec/lab) approved by Course Fee Committee only												
			REMOVE	Z__ Course-based fees (lab access/software/tool) approved by Course Fee Committee only												
Contract?	[SSADETL]	Yes	ADD	SD, 100% Off-budget program or recording fee only												
Schedule Restrictions	[SSARRES]	As written in course curriculum.														
Field of Study (Major)		--														
Level		--														
Program		--														
TOPs Code Required?	[SSAOVRR]	No														
URL Required	[SSASYLB]	No														
Comments																

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202540 - 202630: Academic Scheduling Rules

[ E D ] SCHOOL of EDUCATION

SOE - 103  
EDUC: Endorsement (LI, Home)

Academic Department Schedulers

Subject	[SSASECT]	EDUC				
Course	[SSASECT]	Any				
Section	[SSASECT]	415 - 425	(Day = begins 7:00am thru 4:59pm)	915 - 925	(Eve = begins 5:00pm or later)	
Rule Includes / Excludes		Includes Endorsement Program Live Interactive HOME sections only.				
Semester (Term)	[SSASECT]	Any				
Part of Term	[SSASECT]	1	B1	B2	WC	Z __ EDU (summer only)
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is <u>not</u> indicative of class location.			
Schedule Type	[SSASECT]	F	FFO	FLS	X	
Instructional Method	[SSASECT]	LEC	LEL	LAB		
Special Approval?	[SSASECT]	No				
Visible to student view?	[SSASECT]	Yes				
Location Specific?	[SSASECT]	Yes	Building: Approved <u>service centers</u> only		Room: TBA	
Meeting pattern required?	[SSASECT]	Yes				
Section Note Required?	[SSATEXT]	Yes	ADD Include location and EDUC phone number (i.e. "NUES = "Northeastern Utah Ed Svcs, (801) 863-7614".			
Comments	1	If offering with schedule type code "FFO" or "FLS" refer to General Rules for additional coding requirements.				
	2	Miscellaneous (aka "Special" or "Z__") Part of Term codes must be requested prior to submitting sections in CourseLeaf CLSS, and cannot be adjusted later.				
	3	Must include day / time pattern with building code. Instructor MUST be present in the classroom.				
	4	State / Federal holidays are not counted as instruction days; students cannot be required to attend.				
	5	Video HOME: Broadcasts to a video RECEIVE section. Must be cross-listed with 1+ RECEIVE sections (see rule #SOE - 104).				

Academic Scheduling Office

Tuition / Fee Waiver	[SSASECT]	Yes	<input checked="" type="checkbox"/>	Waives regular tuition and student fees. Off-budget (per credit) fees apply.														
Section Fees (Flat)	[SSADETL]	Yes	ADD	<table><thead><tr><th>Level</th><th>Detail</th><th>Credits</th><th>Amount</th></tr></thead><tbody><tr><td rowspan="3">GR + UG</td><td rowspan="3">C112</td><td>1</td><td>\$ 15.00</td></tr><tr><td>2</td><td>\$ 30.00</td></tr><tr><td>3</td><td>\$ 45.00</td></tr></tbody></table>	Level	Detail	Credits	Amount	GR + UG	C112	1	\$ 15.00	2	\$ 30.00	3	\$ 45.00		
Level	Detail	Credits	Amount															
GR + UG	C112	1	\$ 15.00															
		2	\$ 30.00															
		3	\$ 45.00															
Degree Program Attributes	[SSADETL]	Yes	REMOVE	X__	Course-based fees (lec/lab) approved by Course Fee Committee only													
			REMOVE	Z__	Course-based fees (lab access/software/tool) approved by Course Fee Committee only													
Contract?	[SSADETL]	Yes	ADD	SD, 100%	Off-budget program or recording fee only													
Schedule Restrictions	[SSARRES]	As written in course curriculum.																
Field of Study (Major)		--																
Level		--																
Program		--																
TOPs Code Required?	[SSAOVRR]	Yes	ADD	V (Live Interactive Video)														
URL Required	[SSASYLB]	No																
Comments																		

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202540 - 202630: Academic Scheduling Rules

[ E D ] SCHOOL of EDUCATION		SOE - 104													
		EDUC: Endorsement (LI, Receive)													
Academic Department Schedulers															
Subject	[SSASECT]	EDUC													
Course	[SSASECT]	Any													
Section	[SSASECT]	V11 - V20													
Rule Includes / Excludes		Includes	Endorsement Program LI Video RECEIVE sections only.												
Semester (Term)	[SSASECT]	Any													
Part of Term	[SSASECT]	1                      B1                      B2                      WC                      Z __                      EDU (summer only)													
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed.    This code is <u>not</u> indicative of class location.												
Schedule Type	[SSASECT]	V													
Instructional Method	[SSASECT]	LEC                      LEL                      LAB													
Special Approval?	[SSASECT]	No													
Visible to student view?	[SSASECT]	Yes													
Location Specific?	[SSASECT]	Yes	Building: Utah school districts or school locations only                      Room: TBA												
Meeting pattern required?	[SSASECT]	Yes													
Section Note Required?	[SSATEXT]	Yes	ADD                      Include location and EDUC phone number (i.e. RCHHS = "Rich High School, (801) 863-7614".												
Comments			1    If home section is offering with schedule type code "FFO" or "FLS", refer to General Rules for additional coding requirements. 2    Miscellaneous (aka "Special" or "Z__") Part of Term codes must be requested prior to submitting sections in CourseLeaf CLSS, and cannot be adjusted later.  3    Must be cross-listed with a video HOME section (see rule #SOE - 103). 4    Must include day / time pattern with building code.    Instructor is NOT present in the classroom. 5    Video RECEIVE: Section is receiving instruction from a video HOME section.												
Academic Scheduling Office															
Tuition / Fee Waiver	[SSASECT]	Yes <input checked="" type="checkbox"/>	Waives regular tuition and student fees.    Off-budget (per credit) fees apply.												
Section Fees (Flat)	[SSADETL]	Yes                      ADD	<table><thead><tr><th>Level</th><th>Detail</th><th>Credits</th><th>Amount</th></tr></thead><tbody><tr><td rowspan="3">GR + UG</td><td rowspan="3">C112</td><td>1</td><td>\$                      15.00</td></tr><tr><td>2</td><td>\$                      30.00</td></tr><tr><td>3</td><td>\$                      45.00</td></tr></tbody></table>	Level	Detail	Credits	Amount	GR + UG	C112	1	\$                      15.00	2	\$                      30.00	3	\$                      45.00
Level	Detail	Credits	Amount												
GR + UG	C112	1	\$                      15.00												
		2	\$                      30.00												
		3	\$                      45.00												
Degree Program Attributes	[SSADETL]	Yes                      REMOVE                      REMOVE	X____                      Course-based fees (lec/lab) approved by Course Fee Committee only Z____                      Course-based fees (lab access/software/tool) approved by Course Fee Committee only												
Contract?	[SSADETL]	Yes                      ADD	SD, 100%                      Off-budget program or recording fee only												
Schedule Restrictions	[SSARRES]		As written in course curriculum.												
Field of Study (Major)		--													
Level		--													
Program		--													
TOPs Code Required?	[SSAOVRR]	Yes                      ADD	V (Live Interactive Video)												
URL Required	[SSASYLB]	No													
Comments															

202540 - 202630: Academic Scheduling Rules

[ E D ] SCHOOL of EDUCATION

SOE - 105

EDAB: ABA (Student Teaching)

Academic Department Schedulers

Subject	[SSASECT]	EDAB				
Course	[SSASECT]	6300	6890R	6990R		
Section	[SSASECT]	001 - 199	(Day = begins 7:00am thru 4:59pm)		601 - 699	(Eve = begins 5:00pm or later)
Rule Includes / Excludes		Includes ABA student teaching courses only.				
Semester (Term)	[SSASECT]	Any				
Part of Term	[SSASECT]	1	B1	B2	WC	Z __ EDU (summer only)
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is <u>not</u> indicative of class location.			
Schedule Type	[SSASECT]	F	FFO	FLS		
Instructional Method	[SSASECT]	LEC	LEL	LAB	SUP	
Special Approval?	[SSASECT]	No				
Visible to student view?	[SSASECT]	Yes				
Location Specific?	[SSASECT]	Yes	Building & Room: UVU classroom or lab		(Approval req'd from Director of Center for Autism if using a room in NB)	
Meeting pattern required?	[SSASECT]	Yes				
Section Note Required?	[SSATEXT]	No				
Comments	1	If offering with schedule type code "FFO" or "FLS" refer to General Rules for additional coding requirements.				
	2	Miscellaneous (aka "Special" or "Z__") Part of Term codes must be requested prior to submitting sections in CourseLeaf CLSS, and cannot be adjusted later.				

Academic Scheduling Office

Tuition / Fee Waiver	[SSASECT]	No																
Section Fees (Flat)	[SSADETL]	Yes	ADD	<table><tr><th>Level</th><th>Subject</th><th>Course</th><th>Detail</th><th>Amount</th></tr><tr><td rowspan="3">GR</td><td rowspan="3">EDAB</td><td>6300</td><td rowspan="3">C131</td><td rowspan="3">\$ 600.00</td></tr><tr><td>6890R</td></tr><tr><td>6990R</td></tr></table>	Level	Subject	Course	Detail	Amount	GR	EDAB	6300	C131	\$ 600.00	6890R	6990R		
Level	Subject	Course	Detail	Amount														
GR	EDAB	6300	C131	\$ 600.00														
		6890R																
		6990R																
Degree Program Attributes	[SSADETL]	Yes	ADD	X__	Course-based fees (lec/lab) approved by Course Fee Committee only													
			ADD	Z__	Course-based fees (lab access/software/tool) approved by Course Fee Committee only													
Contract?	[SSADETL]	No																
Schedule Restrictions	[SSARRES]	As written in course curriculum.																
Field of Study (Major)		--																
Level		--																
Program		--																
TOPs Code Required?	[SSAOVRR]	No																
URL Required	[SSASYLB]	No																
Comments																		

Utah Valley University

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202540 - 202630: Academic Scheduling Rules

[ E D ] SCHOOL of EDUCATION

SOE - 106

EDUC: Endorsement (Science of Literacy)

Academic Department Schedulers

Subject	[SSASECT]	EDUC					
Course	[SSASECT]	5667	5668	5669	5677		
Section	[SSASECT]	415 - 425	(Day = begins 7:00am thru 4:59pm)		915 - 925	(Eve = begins 5:00pm or later)	
Rule Includes / Excludes		Includes Science of Literacy I, II, III, IV courses.					
Semester (Term)	[SSASECT]	Any					
Part of Term	[SSASECT]	1	B1	B2	WC	Z __	EDU (summer only)
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is not indicative of class location.				
Schedule Type	[SSASECT]	F	FFO	FLS	LS	LSO	W X
Instructional Method	[SSASECT]	LEC	LEL	LAB			
Special Approval?	[SSASECT]	No					
Visible to student view?	[SSASECT]	Yes					
Location Specific?	[SSASECT]	Yes	Building: Utah school districts or school locations only			Room: TBA	
Meeting pattern required?	[SSASECT]	Yes					
Section Note Required?	[SSATEXT]	Yes	ADD Science of Literacy, plus Location and EDUC phone number (i.e. RCHHS = "Rich High School, 801-863-7614").				
Comments		1	If offering with schedule type code "FFO", "FLS", "LS", "LSO", or "W", refer to General Rules for additional coding requirements.				
		2	Miscellaneous (aka "Special" or "Z__") Part of Term codes must be requested prior to submitting sections in CourseLeaf CLSS, and cannot be adjusted later.				
		3	Professional Development for Early Literacy (2-year program).				
		4	State / Federal holidays are not counted as instruction days; students cannot be required to attend.				

Academic Scheduling Office

Tuition / Fee Waiver	[SSASECT]	Yes	<input checked="" type="checkbox"/>	Waives regular tuition and student fees. Off-budget (per credit) fees apply.															
Section Fees (Flat)	[SSADETL]	Yes	ADD	<table><thead><tr><th>Level</th><th>Detail</th><th>Credits</th><th>Amount</th></tr></thead><tbody><tr><td rowspan="3">GR + UG</td><td rowspan="3">C112</td><td>1</td><td>\$ 15.00</td></tr><tr><td>2</td><td>\$ 30.00</td></tr><tr><td>3</td><td>\$ 45.00</td></tr></tbody></table>				Level	Detail	Credits	Amount	GR + UG	C112	1	\$ 15.00	2	\$ 30.00	3	\$ 45.00
Level	Detail	Credits	Amount																
GR + UG	C112	1	\$ 15.00																
		2	\$ 30.00																
		3	\$ 45.00																
Degree Program Attributes	[SSADETL]	Yes	ADD	LETR	LETR (Science of Literacy)														
			REMOVE	X__	Course-based fees (lec/lab) approved by Course Fee Committee only														
			REMOVE	Z__	Course-based fees (lab access/software/tool) approved by Course Fee Committee only														
Contract?	[SSADETL]	Yes	ADD	SD, 100%	Off-budget program or recording fee only														
Schedule Restrictions	[SSARRES]	As written in course curriculum.																	
Field of Study (Major)		--																	
Level		--																	
Program		--																	
TOPs Code Required?	[SSAOVRR]	Yes	ADD	INT (Internet)		For ONLINE sections only													
URL Required	[SSASYLB]	Yes	ADD	https://www.uvu.edu/ofl/students/index.html		For ONLINE sections only													
Comments																			

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202540 - 202630: Academic Scheduling Rules

[ E D ] SCHOOL of EDUCATION

SOE - 107

EDUC: Endorsement (Online, resident/local students)

Academic Department Schedulers

Subject	[SSASECT]	EDUC	
Course	[SSASECT]	Any	
Section	[SSASECT]	X01 - X50	
Rule Includes / Excludes		Includes Endorsement Program courses held online for resident/local students only. Excludes X51 - X59 reserved for non-resident/global online students.	
Semester (Term)	[SSASECT]	Any	
Part of Term	[SSASECT]	1	B1      B2      WC      Z ____      EDU (summer only)
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed.    This code is <u>not</u> indicative of class location.
Schedule Type	[SSASECT]	W	
Instructional Method	[SSASECT]	LEC	LEL      LAB
Special Approval?	[SSASECT]	No	
Visible to student view?	[SSASECT]	Yes	
Location Specific?	[SSASECT]	Yes	Building & Room: ONLINE ONLINE
Meeting pattern required?	[SSASECT]	No	Meeting line does not reflect specific day(s) or time(s), but must exist in Banner to capture required contact hours/week.
Section Note Required?	[SSATEXT]	Yes	ADD      Endorsement Program, 801-863-7614.
Comments		1	Miscellaneous (aka "Special" or "Z____") Part of Term codes must be requested prior to submitting sections in CourseLeaf CLSS, and cannot be adjusted later.
		2	State / Federal holidays are not counted as instruction days; students cannot be required to attend.

Academic Scheduling Office

Tuition / Fee Waiver	[SSASECT]	Yes	<input checked="" type="checkbox"/>	Waives regular tuition and student fees. Off-budget (per credit) fees apply.												
Section Fees (Flat)	[SSADETL]	Yes	ADD	<table><thead><tr><th>Level</th><th>Detail</th><th>Credits</th><th>Amount</th></tr></thead><tbody><tr><td rowspan="3">GR + UG</td><td rowspan="3">C112</td><td>1</td><td>\$      15.00</td></tr><tr><td>2</td><td>\$      30.00</td></tr><tr><td>3</td><td>\$      45.00</td></tr></tbody></table>	Level	Detail	Credits	Amount	GR + UG	C112	1	\$      15.00	2	\$      30.00	3	\$      45.00
Level	Detail	Credits	Amount													
GR + UG	C112	1	\$      15.00													
		2	\$      30.00													
		3	\$      45.00													
Degree Program Attributes	[SSADETL]	Yes	REMOVE	X____      Course-based fees (lec/lab) approved by Course Fee Committee only												
			REMOVE	Z____      Course-based fees (lab access/software/tool) approved by Course Fee Committee only												
Contract?	[SSADETL]	Yes	ADD	SD, 100%      Off-budget program or recording fee only												
Schedule Restrictions	[SSARRES]	As written in course curriculum.														
Field of Study (Major)		--														
Level		--														
Program		--														
TOPs Code Required?	[SSAOVRR]	Yes	ADD	INT (Internet)												
URL Required	[SSASYLB]	Yes	ADD	https://www.uvu.edu/otl/students/index.html												
Comments																

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202540 - 202630: Academic Scheduling Rules

[ E D ] SCHOOL of EDUCATION

SOE - 108

EDUC: Graduate Licensure (Student Teaching)

Academic Department Schedulers

Subject	[SSASECT]	EDUC			
Course	[SSASECT]	6203R			
Section	[SSASECT]	001 - 199	(Day = begins 7:00am thru 4:59pm)	601 - 699	(Eve = begins 5:00pm or later)
Rule Includes / Excludes					
Semester (Term)	[SSASECT]	Any			
Part of Term	[SSASECT]	1	B1	B2	WC      Z __      EDU (summer only)
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed.    This code is <u>not</u> indicative of class location.		
Schedule Type	[SSASECT]	F	FFO	FLS	
Instructional Method	[SSASECT]	LEC	LEL	LAB	SUP
Special Approval?	[SSASECT]	No			
Visible to student view?	[SSASECT]	Yes			
Location Specific?	[SSASECT]	Yes	Building & Room: UVU classroom or lab		(Approval req'd from Director of Center for Autism if using a room in NB)
Meeting pattern required?	[SSASECT]	Yes			
Section Note Required?	[SSATEXT]	No			
Comments	1	If offering with schedule type code "FFO" or "FLS" refer to General Rules for additional coding requirements.			
	2	Miscellaneous (aka "Special" or "Z__") Part of Term codes must be requested prior to submitting sections in CourseLeaf CLSS, and cannot be adjusted later.			

Academic Scheduling Office

Tuition / Fee Waiver	[SSASECT]	No														
Section Fees (Flat)	[SSADETL]	Yes	ADD	<table><tr><th>Level</th><th>Subject</th><th>Course</th><th>Detail</th><th>Amount</th></tr><tr><td>GR</td><td>EDUC</td><td>6203R</td><td>C136</td><td>\$      200.00</td></tr></table>	Level	Subject	Course	Detail	Amount	GR	EDUC	6203R	C136	\$      200.00		
Level	Subject	Course	Detail	Amount												
GR	EDUC	6203R	C136	\$      200.00												
Degree Program Attributes	[SSADETL]	Yes	ADD	X__	Course-based fees (lec/lab) approved by Course Fee Committee only											
			ADD	Z__	Course-based fees (lab access/software/tool) approved by Course Fee Committee only											
Contract?	[SSADETL]	No														
Schedule Restrictions	[SSARRES]	As written in course curriculum.														
Field of Study (Major)		--														
Level		--														
Program		--														
TOPs Code Required?	[SSAOVRR]	No														
URL Required	[SSASYLB]	No														
Comments																

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[ E N ] COLLEGE of ENGINEERING & TECHNOLOGY				CEN - 101	
				AVSC (CFI - Certified Flight Instructor)	
Academic Department Schedulers					
Subject	[SSASECT]	AVSC			
Course	[SSASECT]	2510	4210	4310	4410 4430
Section	[SSASECT]	415 - 425	(Day = begins 7:00am thru 4:59pm)		915 - 925 (Eve = begins 5:00pm or later)
Rule Includes / Excludes		Includes CFI Certified Flight Instructor courses.			
Semester (Term)	[SSASECT]	Any			
Part of Term	[SSASECT]	1	B1	B2	WC Z __
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is <u>not</u> indicative of class location.		
Schedule Type	[SSASECT]	F	FFO	FLS	LS LSO X
Instructional Method	[SSASECT]	LEC	LEL	LAB	
Special Approval?	[SSASECT]	No	Not required, but can be applied.		
Visible to student view?	[SSASECT]	Yes			
Location Specific?	[SSASECT]	Yes	Building: HB (Provo Airport)		Room: 112
Meeting pattern required?	[SSASECT]	No	Meeting line does not reflect specific day(s) or time(s). Must exist in Banner to capture required contact hours/week.		
Section Note Required?	[SSATEXT]	No			
Comments	1	If offering with schedule type code "FFO", "FLS", "LS", or "LSO", refer to General Rules for additional coding requirements.			
Academic Scheduling Office					
Tuition / Fee Waiver	[SSASECT]	No			
Section Fees (Flat)	[SSADETL]	No			
Degree Program Attributes	[SSADETL]	Yes	ADD	X____	Course-based fees (lec/lab) approved by Course Fee Committee only
			ADD	Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only
Contract	[SSADETL]	Yes	ADD	SD, 100%	Off-budget program or recording fee only
Schedule Restrictions	[SSARRES]	As written in course curriculum.			
Field of Study (Major)		--			
Level		--			
Program		--			
TOPs Code Required?	[SSAOVRR]	No			
URL Required	[SSASYLB]	Yes	ADD	https://www.uvu.edu/aviation	
Comments					

202540 - 202630: Academic Scheduling Rules

[ E N ] COLLEGE of ENGINEERING & TECHNOLOGY

CEN - 102  
AVSC (Flight I - IV)

Academic Department Schedulers

Subject	[SSASECT]	AVSC			
Course	[SSASECT]	1110	1250	2310	2450
Section	[SSASECT]	415 - 425 (Day = begins 7:00am thru 4:59pm)		915 - 925 (Eve = begins 5:00pm or later)	
Rule Includes / Excludes		Includes Flight courses I - IV.			
Semester (Term)	[SSASECT]	Any			
Part of Term	[SSASECT]	1	B1	B2	WC Z__
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is <u>not</u> indicative of class location.		
Schedule Type	[SSASECT]	F			
Instructional Method	[SSASECT]	LEC	LEL	LAB	
Special Approval?	[SSASECT]	No Not required, but can be applied.			
Visible to student view?	[SSASECT]	Yes			
Location Specific?	[SSASECT]	Yes Building: HB (Provo Airport) Room: 112			
Meeting pattern required?	[SSASECT]	No Meeting line does not reflect specific day(s) or time(s), but must exist in Banner to capture required contact hours/week.			
Section Note Required?	[SSATEXT]	No			
Comments	1	Ground AVSC courses (1100, 1240, 2300, 2400, and 2440) do not follow this off-budget Flight scheduling rule. However, they are considered "professional" courses and can include the Department Approval code ("DE") if requested by the department.			

Academic Scheduling Office

Tuition / Fee Waiver	[SSASECT]	No																				
Section Fees (Flat)	[SSADETL]	Yes	ADD	<table><thead><tr><th>Level</th><th>Course</th><th>Detail</th><th>Amount</th></tr></thead><tbody><tr><td rowspan="4">UG</td><td>AVSC 1110</td><td>F002</td><td>\$ 21,240.00</td></tr><tr><td>AVSC 1250</td><td>F003</td><td>\$ 20,291.00</td></tr><tr><td>AVSC 2310</td><td>F004</td><td>\$ 20,291.00</td></tr><tr><td>AVSC 2450</td><td>F005</td><td>\$ 12,714.00</td></tr></tbody></table>	Level	Course	Detail	Amount	UG	AVSC 1110	F002	\$ 21,240.00	AVSC 1250	F003	\$ 20,291.00	AVSC 2310	F004	\$ 20,291.00	AVSC 2450	F005	\$ 12,714.00	AY 2025-26: Change from <u>Attribute</u> to "Section Fee" (Flat) in Banner.
Level	Course	Detail	Amount																			
UG	AVSC 1110	F002	\$ 21,240.00																			
	AVSC 1250	F003	\$ 20,291.00																			
	AVSC 2310	F004	\$ 20,291.00																			
	AVSC 2450	F005	\$ 12,714.00																			
Degree Program Attributes	[SSADETL]	Yes	ADD	X____ Course-based fees (lec/lab) approved by Course Fee Committee only	ARTD																	
			ADD	Z____ Course-based fees (lab access/software/tool) approved by Course Fee Committee only																		
Contract	[SSADETL]	Yes	ADD	SD, 100% Off-budget program or recording fee only																		
Schedule Restrictions	[SSARRES]	As written in course curriculum.																				
Field of Study (Major)		--																				
Level		--																				
Program		--																				
TOPs Code Required?	[SSAOVRR]	No																				
URL Required	[SSASYLB]	Yes	ADD	https://www.uvu.edu/aviation																		
Comments																						

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[ E N ] COLLEGE of ENGINEERING & TECHNOLOGY		CEN - 103									
		AVSC (Online, resident/local students)									
Academic Department Schedulers											
Subject	[SSASECT]	AVSC									
Course	[SSASECT]	Any									
Section	[SSASECT]	X01 - X50									
Rule Includes / Excludes		Includes online sections for resident/local students. Excludes X51 - X59 reserved for non-resident/global online students.									
Semester (Term)	[SSASECT]	Any									
Part of Term	[SSASECT]	1	B1	B2	WC	Z __					
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is <u>not</u> indicative of class location.								
Schedule Type	[SSASECT]	W									
Instructional Method	[SSASECT]	LEC	LEL	LAB							
Special Approval?	[SSASECT]	No									
Visible to student view?	[SSASECT]	Yes									
Location Specific?	[SSASECT]	Yes Building & Room: ONLINE ONLINE									
Meeting pattern required?	[SSASECT]	No Meeting line does not reflect specific day(s) or time(s). Must exist in Banner to capture required contact hours/week.									
Section Note Required?	[SSATEXT]	No									
Comments											
Academic Scheduling Office											
Tuition / Fee Waiver	[SSASECT]	No									
Section Fees (Flat)	[SSADETL]	No									
Degree Program Attributes	[SSADETL]	Yes	ADD	X____	Course-based fees (lec/lab) approved by Course Fee Committee only						
			ADD	Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only						
Contract	[SSADETL]	No									
Schedule Restrictions	[SSARRES]	As written in course curriculum, PLUS:									
Field of Study (Major)		Yes	ADD	<input checked="" type="checkbox"/> Exclude	Major	AVIG	AVSG	GPIL	GSTM	GVMT	
Level		--									
Program		--									
TOPs Code Required?	[SSAOVRR]	Yes	ADD	INT (Internet)							
URL Required	[SSASYLB]	Yes	ADD	https://www.uvu.edu/aviation							
Comments	1	Stand-alone sections. Do not cross-list w/local AVSC sections (X01-X50) without written approval from Financial Manager.									

202540 - 202630: Academic Scheduling Rules

[ E N ] COLLEGE of ENGINEERING & TECHNOLOGY

CEN - 104

AVSC (Online, non-resident students)

Academic Department Schedulers

Subject	[SSASECT]	AVSC								
Course	[SSASECT]	Any								
Section	[SSASECT]	X51 - X59								
Rule Includes / Excludes		Includes online sections for non-resident/global students.				Excludes X01 - X97 online sections for resident/local students.				
Semester (Term)	[SSASECT]	Any								
Part of Term	[SSASECT]	1	B1	B2	WC	Z__				
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is <u>not</u> indicative of class location.							
Schedule Type	[SSASECT]	W								
Instructional Method	[SSASECT]	LEC	LEL	LAB						
Special Approval?	[SSASECT]	No								
Visible to student view?	[SSASECT]	Yes								
Location Specific?	[SSASECT]	Yes		Building & Room: ONLINE ONLINE						
Meeting pattern required?	[SSASECT]	No		Meeting line does not reflect specific day(s) or time(s), but must exist in Banner to capture required contact hours/week.						
Section Note Required?	[SSATEXT]	No								
Comments										

Academic Scheduling Office

Tuition / Fee Waiver	[SSASECT]	Yes	<input checked="" type="checkbox"/>	Waives regular tuition and student fees. Off-budget (per credit) fees apply.																	
Section Fees (Flat)	[SSADETL]	Yes	ADD	<table><thead><tr><th>Level</th><th>Detail</th><th>Credits</th><th>Amount</th></tr></thead><tbody><tr><td rowspan="3">UG</td><td rowspan="3">G912</td><td>1</td><td>\$ 330.00</td></tr><tr><td>2</td><td>\$ 660.00</td></tr><tr><td>3</td><td>\$ 990.00</td></tr></tbody></table>						Level	Detail	Credits	Amount	UG	G912	1	\$ 330.00	2	\$ 660.00	3	\$ 990.00
Level	Detail	Credits	Amount																		
UG	G912	1	\$ 330.00																		
		2	\$ 660.00																		
		3	\$ 990.00																		
Contract	[SSADETL]	Yes	ADD	SD, 100%	Off-budget program or recording fee only																
Degree Program Attributes	[SSADETL]	Yes	ADD	AG	Global Aviation																
			REMOVE	X____	Course-based fees (lec/lab) approved by Course Fee Committee only																
			REMOVE	Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only																
Contract	[SSADETL]	Yes	ADD	SD, 100%	Off-budget program or recording fee only																
Schedule Restrictions	[SSARRES]	As written in course curriculum, PLUS:																			
Field of Study (Major)		Yes	ADD	<input checked="" type="checkbox"/> Include	Major	AVIG	AVSG	GPIL	GSTM	GVMT											
Level		--																			
Program		--																			
TOPs Code Required?	[SSAOVRR]	Yes	ADD	DE	(Dis Ed Off Bud-Global Aviation)																
URL Required	[SSASYLB]	Yes	ADD	https://www.uvu.edu/aviation																	
Comments	1	Stand-alone sections. <u>Do not</u> cross-list w/local AVSC sections (X01-X50) without written approval from Financial Manager.																			

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[ E N ] COLLEGE of ENGINEERING & TECHNOLOGY

CEN - 105  
TECH (Online, non-resident students)

Academic Department Schedulers

Subject	[SSASECT]	TECH		
Course	[SSASECT]	3000	3400	3850
Section	[SSASECT]	X51 - X59		
Rule Includes / Excludes		Includes online sections for non-resident/global students. Excludes X01 - X97 online sections for resident/local students.		
Semester (Term)	[SSASECT]	Any		
Part of Term	[SSASECT]	1	B1	B2 WC Z __
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is not indicative of class location.	
Schedule Type	[SSASECT]	W		
Instructional Method	[SSASECT]	LEC	LEL	LAB
Special Approval?	[SSASECT]	No		
Visible to student view?	[SSASECT]	Yes		
Location Specific?	[SSASECT]	Yes Building & Room: ONLINE ONLINE		
Meeting pattern required?	[SSASECT]	No Meeting line does not reflect specific day(s) or time(s), but must exist in Banner to capture required contact hours/week.		
Section Note Required?	[SSATEXT]	No		
Comments				

Academic Scheduling Office

Tuition / Fee Waiver	[SSASECT]	Yes	<input checked="" type="checkbox"/>	Waives regular tuition and student fees. Off-budget (per credit) fees apply.																	
Section Fees (Flat)	[SSADETL]	Yes	ADD	<table><thead><tr><th>Level</th><th>Detail</th><th>Credits</th><th>Amount</th></tr></thead><tbody><tr><td rowspan="3">UG</td><td rowspan="3">G912</td><td>1</td><td>\$ 330.00</td></tr><tr><td>2</td><td>\$ 660.00</td></tr><tr><td>3</td><td>\$ 990.00</td></tr></tbody></table>						Level	Detail	Credits	Amount	UG	G912	1	\$ 330.00	2	\$ 660.00	3	\$ 990.00
Level	Detail	Credits	Amount																		
UG	G912	1	\$ 330.00																		
		2	\$ 660.00																		
		3	\$ 990.00																		
Contract	[SSADETL]	Yes	ADD	SD, 100%	Off-budget program or recording fee only																
Degree Program Attributes	[SSADETL]	Yes	ADD	AG	Global Aviation																
			REMOVE	X____	Course-based fees (lec/lab) approved by Course Fee Committee only																
			REMOVE	Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only																
Contract	[SSADETL]	Yes	ADD	SD, 100%	Off-budget program or recording fee only																
Schedule Restrictions	[SSARRES]	As written in course curriculum, PLUS :																			
Field of Study (Major)		Yes	ADD	<input checked="" type="checkbox"/> Include	Major	AVIG	AVSG	GPIL	GSTM	GVMT											
Level		--																			
Program		--																			
TOPs Code Required?	[SSAOVRR]	Yes	ADD	DE (Dis Ed Off Bud-Global Aviation)																	
URL Required	[SSASYLB]	Yes	ADD	<a href="https://www.uvu.edu/ofl/students/index.html">https://www.uvu.edu/ofl/students/index.html</a>																	
Comments	1	Stand-alone sections. Do not cross-list w/local AVSC sections (X01-X50) without written approval from Financial Manager.																			

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[ H P ] COLLEGE of HEALTH & PUBLIC SERVICES		CHPS - 101											
		Criminal Justice (POST Program)											
Academic Department Schedulers													
Subject	[SSASECT]	CJ											
Course	[SSASECT]	1800	1810										
Section	[SSASECT]	415 - 425	(Day = begins 7:00am thru 4:59pm) 915 - 925 (Eve = begins 5:00pm or later)										
Rule Includes / Excludes		Includes POST Program (Peace Officer Standards Training).											
Semester (Term)	[SSASECT]	Any											
Part of Term	[SSASECT]	1	B1 B2 WC Z __										
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is not indicative of class location.										
Schedule Type	[SSASECT]	F	FFO FLS LS LSO X										
Instructional Method	[SSASECT]	LEC											
Special Approval?	[SSASECT]	Yes	ADD DE (at registration, students will see: "Department Approval Required") Not required.										
Visible to student view?	[SSASECT]	Yes											
Location Specific?		Yes Building & Room: TG 116, TG 117 TH 420											
Meeting pattern required?	[SSASECT]	Yes											
Section Note Required?	[SSATEXT]	Yes	ADD This section will be held at [address, city]										
Comments	1	If offering with schedule type code "FFO", "FLS", "LS", or "LSO", refer to General Rules for additional coding requirements.											
	2	May require one general classroom PLUS one gymnasium to be scheduled for the same times for rotation.											
	3	Miscellaneous (aka "Special" or "Z__") Part of Term codes must be requested prior to submitting sections in CourseLeaf CLSS, and cannot be adjusted later.											
	4	Program is financial aid eligible and cannot cross term dates.											
	5	State / Federal holidays are not counted as instruction days; students cannot be required to attend.											
Academic Scheduling Office													
Tuition / Fee Waiver	[SSASECT]	Yes	☑ Waives regular tuition and student fees. Off-budget (per credit) fees apply.										
Section Fees (Flat)	[SSADETL]	Yes	ADD <table><tr><th>Course</th><th>Level</th><th>Detail</th><th>Amount</th></tr><tr><td>CJ 1800</td><td rowspan="2">UG</td><td rowspan="2">C064</td><td>\$ 2,100.00</td></tr><tr><td>CJ 1810</td><td>\$ 3,100.00</td></tr></table>	Course	Level	Detail	Amount	CJ 1800	UG	C064	\$ 2,100.00	CJ 1810	\$ 3,100.00
Course	Level	Detail	Amount										
CJ 1800	UG	C064	\$ 2,100.00										
CJ 1810			\$ 3,100.00										
Degree Program Attributes	[SSADETL]	ADD	X__ Course-based fees (lec/lab) approved by Course Fee Committee only										
		ADD	Z__ Course-based fees (lab access/software/tool) approved by Course Fee Committee only										
Contract	[SSADETL]	Yes	ADD SD, 100% Off-budget program or recording fee only										
Schedule Restrictions	[SSARRES]	As written in course curriculum.											
Field of Study (Major)		--											
Level		--											
Program		--											
TOPs Code Required?	[SSAOVRR]	Yes	ADD NV (North Valley) Only when scheduled at Thanksgiving Point locations.										
URL Required	[SSASYLB]	No											
Comments	1	To complete all training required by Utah Peace Officer Standards and Training, contact hours may exceed minimum hours/week.											

202540 - 202630: Academic Scheduling Rules

[ H P ] COLLEGE of HEALTH & PUBLIC SERVICES				CHPS - 102															
				Criminal Justice (INTS, Camp Williams)															
Academic Department Schedulers																			
Subject	[SSASECT]	INTS																	
Course	[SSASECT]	Any																	
Section	[SSASECT]	415 - 425 (Day = begins 7:00am thru 4:59pm)		915 - 925 (Eve = begins 5:00pm or later)															
Rule Includes / Excludes		Includes course sections held at <u>Camp Williams</u> only.																	
Semester (Term)	[SSASECT]	Any																	
Part of Term	[SSASECT]	Z __																	
Budget (Campus)	[SSASECT]	M		Tuition & student fees are assessed. This code is <u>not</u> indicative of class location.															
Schedule Type	[SSASECT]	F		FFO		X													
Instructional Method	[SSASECT]	LEC		LEL		LAB													
Special Approval?	[SSASECT]	No																	
Visible to student view?	[SSASECT]	No																	
Location Specific?	[SSASECT]	Yes Building & Room: <b>ANGCW TBA</b> (Camp Williams)																	
Meeting pattern required?	[SSASECT]	No Meeting line does <u>not</u> reflect specific day(s) or time(s), but must exist in Banner to capture required contact hours/week.																	
Section Note Required?	[SSATEXT]	Yes		ADD This section will be held at Army National Guard - Camp Williams, 17800 S Camp Williams Rd, Bluffdale, UT (801) 878-5400.															
Comments		1 Grade mode = "S" (standard letter grade). 2 If offering with schedule type code "FFO", refer to General Rules for additional coding requirements. 3 Miscellaneous (aka "Special" or "Z__") Part of Term codes must be requested prior to submitting sections in CourseLeaf CLSS, and cannot be adjusted later. 4 Program is <u>not</u> Financial Aid eligible. Special Part of Term code dates <u>can</u> cross semesters, if needed. 5 State / Federal holidays are not counted as instruction days; students cannot be required to attend.																	
Academic Scheduling Office																			
Tuition / Fee Waiver	[SSASECT]	Yes		<input checked="" type="checkbox"/>		Waives regular tuition and student fees. Off-budget (per credit) fees apply.													
Section Fees (Flat)	[SSADETL]	Yes		ADD		<table><thead><tr><th>Level</th><th>Detail</th><th>Credits</th><th>Amount</th></tr></thead><tbody><tr><td rowspan="3">UG</td><td rowspan="3">C925</td><td>1</td><td>\$ 20.00</td></tr><tr><td>2</td><td>\$ 40.00</td></tr><tr><td>3</td><td>\$ 60.00</td></tr></tbody></table>		Level	Detail	Credits	Amount	UG	C925	1	\$ 20.00	2	\$ 40.00	3	\$ 60.00
Level	Detail	Credits	Amount																
UG	C925	1	\$ 20.00																
		2	\$ 40.00																
		3	\$ 60.00																
Degree Program Attributes	[SSADETL]	REMOVE		X__		Course-based fees (lec/lab) approved by Course Fee Committee only													
		REMOVE		Z__		Course-based fees (lab access/software/tool) approved by Course Fee Committee only													
Contract?	[SSADETL]	Yes		ADD		SD, 100% Off-budget program or recording fee only													
Schedule Restrictions	[SSARRES]	As written in course curriculum.																	
Field of Study (Major)		Yes		ADD		<input checked="" type="checkbox"/> Include Major INTS													
Level		--																	
Program		--																	
TOPs Code Required?	[SSAOVRR]	No																	
URL Required	[SSASYLB]	No																	
Comments		1 All INTS courses are taught at Camp Williams by US Army personnel and not by UVU instructors.																	

202540 - 202630: Academic Scheduling Rules

[ H P ] COLLEGE of HEALTH & PUBLIC SERVICES				CHPS - 103															
				Emergency Services <i>(supported/off-budget, \$30/credit)</i>															
Academic Department Schedulers																			
Subject	[SSASECT]	ESEC	ESFF		ESFO		ESMG	ESWF											
Course	[SSASECT]	3060	1010	1370	1350	2310	4890R	All <i>(excludes 1400)</i>											
		3210 - 3255	1210	1380	2030	2110A	4910R												
		4210 - 4240	1220	2410	2100	2110B	4920R												
			1340	2420	2110		4930R												
Section	[SSASECT]	415 - 425	<i>(Day = begins 7:00am thru 4:59pm)</i>			915 - 925	<i>(Eve = begins 5:00pm or later)</i>												
Rule Includes / Excludes		Excludes all 6000+ level courses.																	
Semester (Term)	[SSASECT]	Any																	
Part of Term	[SSASECT]	1	B1	B2	INT	WC	Z __												
Budget (Campus)	[SSASECT]	O	Tuition is <u>assessed</u> ; student fees are <u>waived</u> . <i>This code is not indicative of class location.</i>																
Schedule Type	[SSASECT]	F	FFO	FLS	LS	LSO	X												
Instructional Method	[SSASECT]	INV	LEC	LEL	LAB	SUP													
Special Approval?	[SSASECT]	Yes	ADD	DE (at registration, students will see: "Department Approval Required")				Not required.											
Visible to student view?	[SSASECT]	Yes																	
Location Specific?	[SSASECT]	Yes	Building & Room: <b>OTHOSP TBA</b> or <b>OTFIRE TBA</b> (local entities only -- hospital, clinic, fire station)																
Meeting pattern required?	[SSASECT]	No	Meeting line does <u>not</u> reflect specific day(s) or time(s), but must exist in Banner to capture required contact hours/week.																
Section Note Required?	[SSATEXT]	No																	
Comments		1	Agreements exist w/outside entities (i.e., UFRA) to offer these courses. Students initially register with, pay tuition to, and receive instruction from outside entities. To receive UVU credit, students must register for UVU course(s) and pay a \$30/credit off-budget fee.																
		2	If offering with schedule type code "FFO", "FLS", "LS", or "LSO", refer to General Rules for additional coding requirements.																
		3	Miscellaneous (aka "Special" or "Z__") Part of Term codes must be requested prior to submitting sections in CourseLeaf CLSS, and cannot be adjusted later.																
		4	State / Federal holidays are not counted as instruction days; students cannot be required to attend.																
		5	The majority of UVU programs and courses are eligible for Financial Aid and therefore <u>cannot cross standard term dates</u> . However, if a program requires ALL students to complete clinical, field or practical experience toward the end of the program (where dates do not align with a standard term), crossing standard term dates may be possible. <b>Refer to Introduction, Part of Term Codes, for more information.</b>																
Academic Scheduling Office																			
Tuition / Fee Waiver	[SSASECT]	Yes	<input checked="" type="checkbox"/>	Waives regular tuition and student fees. Off-budget (per credit) fees apply.															
Section Fees (Flat)	[SSADETL]	Yes	ADD	<table><tr><th>Level</th><th>Detail</th><th>Credits</th><th>Amount</th></tr><tr><td rowspan="3">UG</td><td rowspan="3">C917</td><td>1</td><td>\$ 50.00</td></tr><tr><td>2</td><td>\$ 100.00</td></tr><tr><td>3</td><td>\$ 150.00</td></tr></table>				Level	Detail	Credits	Amount	UG	C917	1	\$ 50.00	2	\$ 100.00	3	\$ 150.00
Level	Detail	Credits	Amount																
UG	C917	1	\$ 50.00																
		2	\$ 100.00																
		3	\$ 150.00																
Degree Program Attributes	[SSADETL]		REMOVE	X____	Course-based fees (lec/lab) approved by Course Fee Committee only														
			REMOVE	Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only														
Contract?	[SSADETL]	Yes	ADD	SD, 100%	Off-budget program or recording fee only														
Schedule Restrictions	[SSARRES]	As written in course curriculum.																	
Field of Study (Major)		--																	
Level		--																	
Program		--																	
TOPs Code Required?	[SSAOVRR]	No																	
URL Required	[SSASYLB]	No																	
Comments		1	Fees are waived because courses are not taught by UVU instructors or on UVU campus.																

202540 - 202630: Academic Scheduling Rules

[ H P ] COLLEGE of HEALTH & PUBLIC SERVICES

CHPS - 104  
Emergency Services (RCA, \$2500)

Academic Department Schedulers

Subject	[SSASECT]	ESFF					
Course	[SSASECT]	2500A	2500B				
Section	[SSASECT]	415 - 425	(Day = begins 7:00am thru 4:59pm)		915 - 925	(Eve = begins 5:00pm or later)	
Rule Includes / Excludes		Includes Firefighter Recruit Candidate Academy.					
Semester (Term)	[SSASECT]	Any					
Part of Term	[SSASECT]	1	B1	B2	WC	Z __	
Budget (Campus)	[SSASECT]	O	Tuition is <u>assessed</u> ; student fees are <u>waived</u> . This code is not indicative of class location.				
Schedule Type	[SSASECT]	F	FFO	FLS	LS	LSO	X
Instructional Method	[SSASECT]	LEL					
Special Approval?	[SSASECT]	Yes	ADD	DE (at registration, students will see: "Department Approval Required")			Not required.
Visible to student view?	[SSASECT]	Yes					
Location Specific?	[SSASECT]	Yes	Building: ES (Provo Airport)		Room: Refer to Master Room List		
Meeting pattern required?	[SSASECT]	Yes					
Section Note Required?	[SSATEXT]	No					
Comments	1	If offering with schedule type code "FFO", "FLS", "LS", or "LSO", refer to General Rules for additional coding requirements.					
	2	Miscellaneous (aka "Special" or "Z__") Part of Term codes must be requested prior to submitting sections in CourseLeaf CLSS, and cannot be adjusted later.					
	3	Program is financial aid eligible and <u>cannot</u> cross term dates.					
	4	State / Federal holidays are not counted as instruction days; students cannot be required to attend.					

Academic Scheduling Office

Tuition / Fee Waiver	[SSASECT]	Yes	<input checked="" type="checkbox"/>	Waives regular tuition and student fees. Off-budget (per credit) fees apply.											
Section Fees (Flat)	[SSADETL]	Yes	ADD	<table><tr><th>Level</th><th>Detail</th><th>Credits</th><th>Amount</th></tr><tr><td>UG</td><td>C926</td><td>--</td><td>\$ 2,500.00</td></tr></table>				Level	Detail	Credits	Amount	UG	C926	--	\$ 2,500.00
Level	Detail	Credits	Amount												
UG	C926	--	\$ 2,500.00												
Degree Program Attributes	[SSADETL]	Yes	ADD	X____	Course-based fees (lec/lab) approved by Course Fee Committee only										
			ADD	Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only										
Contract?	[SSADETL]	Yes	ADD	SD, 100%	Off-budget program or recording fee only										
Schedule Restrictions	[SSARRES]	As written in course curriculum.													
Field of Study (Major)		--													
Level		--													
Program		--													
TOPs Code Required?	[SSAOVRR]	No													
URL Required	[SSASYLB]	No													
Comments															

Utah Valley University

Updated 4/17/2025

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202540 - 202630: Academic Scheduling Rules

[ H P ] COLLEGE of HEALTH & PUBLIC SERVICES				CHPS - 105			
Emergency Services (Face-to-Face, on-budget)							
Academic Department Schedulers							
Subject	[SSASECT]	Any					
Course	[SSASECT]	Undergraduate courses only					
Section	[SSASECT]	001 - 199	(Day = begins 7:00am thru 4:59pm)		601 - 699	(Eve = begins 5:00pm or later)	
		201 - 299	(Day Lab = begins 7:00am thru 4:59pm)		801 - 899	(Eve Lab = begins 5:00pm or later)	
		301 - 399	(Day = begins 7:00am thru 4:59pm)		701 - 799	(Eve = begins 5:00pm or later)	
		I01 - I99	Individualized				
Rule Includes / Excludes		Includes Face-to-Face, on-budget sections.		Excludes off-budget sections (covered by separate rule), and Internships.			
Semester (Term)	[SSASECT]	Any					
Part of Term	[SSASECT]	1	B1	B2	INT	WC	Z __
Budget (Campus)	[SSASECT]	O	Tuition is <u>assessed</u> ; student fees are <u>waived</u> . This code is not indicative of class location.				
Schedule Type	[SSASECT]	F	FFO	FLS	LS	LSO	X
Instructional Method	[SSASECT]	INV	LEC	LEL	LAB	SUP	
Special Approval?	[SSASECT]	Yes	ADD	DE (at registration, students will see: "Department Approval Required")			Not required.
Visible to student view?	[SSASECT]	Yes					
Location Specific?	[SSASECT]	Yes	Building: ES (Provo Airport) or main campus				Room: Refer to Master Room List
Meeting pattern required?	[SSASECT]	Yes	(does not apply to INV or SUP)				
Section Note Required?	[SSATEXT]	No					
Comments		1	If offering with schedule type code "FFO", "FLS", "LS", or "LSO", refer to General Rules for additional coding requirements.				
		2	Miscellaneous (aka "Special" or "Z__") Part of Term codes must be requested prior to submitting sections in CourseLeaf CLSS, and cannot be adjusted later.				
		3	Program is financial aid eligible and <u>cannot</u> cross term dates.				
		4	State / Federal holidays are not counted as instruction days; students cannot be required to attend.				
Academic Scheduling Office							
Tuition / Fee Waiver	[SSASECT]	No					
Section Fees (Flat)	[SSADETL]	No					
Degree Program Attributes	[SSADETL]		ADD	X____	Course-based fees (lec/lab) approved by Course Fee Committee only		
			ADD	Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only		
Contract	[SSADETL]	No					
Schedule Restrictions	[SSARRES]	As written in course curriculum.					
Field of Study (Major)		--					
Level		--					
Program		--					
TOPs Code Required?	[SSAOVRR]	No					
URL Required	[SSASYLB]	No					
Comments							

202540 - 202630: Academic Scheduling Rules

[ H P ] COLLEGE of HEALTH & PUBLIC SERVICES		CHPS - 106 ES Emergency Care <i>(Rotating Schedule, Day)</i>				
Academic Department Schedulers						
Subject	[SSASECT]	ESEC				
Course	[SSASECT]	3220 - 3225	3230 - 3235	3240 - 3245	3250 - 3255	4220 - 4230 4240
Section	[SSASECT]	001 - 199	(Day = begins 7:00am thru 4:59pm)			
		201 - 299	(Day Lab = begins 7:00am thru 4:59pm)			
		301 - 399	(Day = begins 7:00am thru 4:59pm)			
Rule Includes / Excludes		Includes rotation-based practical experiences held at outside entities (hospitals, clinics, fire stations, etc.). Excludes off-budget course sections (covered by separate rule).				
Semester (Term)	[SSASECT]	Any				
Part of Term	[SSASECT]	1	B1	B2	WC	Z__
Budget (Campus)	[SSASECT]	O	Tuition is <u>assessed</u> ; student fees are <u>waived</u> . This code is not indicative of class location.			
Schedule Type	[SSASECT]	F	FFO	FLS	LS	LSO X
Instructional Method	[SSASECT]	LEC	LEL	LAB		
Special Approval?	[SSASECT]	Yes	ADD	DE	(at registration, students will see: "Department Approval Required") Not required.	
Visible to student view?	[SSASECT]	Yes				
Location Specific?	[SSASECT]	Yes	Building & Room: OTHOSP TBA or OTFIRE TBA (local hospital/clinic or fire station)  Building & Room: TG 116, TG 117, Building & Room: TH 405			
Meeting pattern required?	[SSASECT]	No	(due to rotating schedules)			
Section Note Required?	[SSATEXT]	Yes	ADD	Students participate in rotation-based assignments (variable days, times, locations).		
			plus	This section will be held at [address, city], When held at TG or TH locations.		
Comments		1	If offering with schedule type code "FFO", "FLS", "LS", or "LSO", refer to General Rules for additional coding requirements.			
		2	Miscellaneous (aka "Special" or "Z__") Part of Term codes must be requested prior to submitting sections in CourseLeaf CLSS, and cannot be adjusted later.			
		3	Occasional classroom needs <u>must</u> be requested as 'Supplemental time' through the Academic Scheduling office.			
		4	Program is financial aid eligible and <u>cannot</u> cross term dates.			
		5	Rule applies <u>only</u> to ESEC courses that cannot be reflected accurately in Banner due to the rotation-based student assignments held at UVU locations, hospitals/clinics, fire stations, etc. Meeting patterns (days/times) <u>do not</u> apply.			
		6	State / Federal holidays are not counted as instruction days; students cannot be required to attend.			
		7	The majority of UVU programs and courses are eligible for Financial Aid and therefore <u>cannot cross standard term dates</u> . However, if a program requires ALL students to complete clinical, field or practical experience toward the end of the program (where dates do not align with a standard term), crossing standard term dates may be possible. Refer to Introduction, Part of Term Codes, for more information.			
Academic Scheduling Office						
Tuition / Fee Waiver	[SSASECT]	No				
Section Fees (Flat)	[SSADETL]	No				
Degree Program Attributes	[SSADETL]		ADD	X__	Course-based fees (lec/lab) approved by Course Fee Committee only	
			ADD	Z__	Course-based fees (lab access/software/tool) approved by Course Fee Committee only	
Contract	[SSADETL]	No				
Schedule Restrictions	[SSARRES]	As written in course curriculum.				
Field of Study (Major)		--				
Level		--				
Program		--				
TOPs Code Required?	[SSAOVRR]	Yes	ADD	NV	(when scheduled at Thanksgiving Point locations only)	
URL Required	[SSASYLB]	Yes	ADD	https://www.uvu.edu/maps/		
Comments		1	Rule applies <u>only</u> to ESEC courses that cannot be reflected accurately in Banner due to the rotation-based student assignments held at UVU locations, hospitals/clinics, fire stations, etc. Meeting patterns (days/times) <u>do not</u> apply.			
		2	Specific rooms in TG or TH <b>must be scheduled as a separate event</b> ("credit class") in 25Live (MTWRF 0800-1650) <b>to accommodate rotation schedules</b> .			

202540 - 202630: Academic Scheduling Rules

[ H P ] COLLEGE of HEALTH & PUBLIC SERVICES				CHPS - 107	
ES Emergency Care (Face-to-Face, Evening)					
Academic Department Schedulers					
Subject	[SSASECT]	ESEC			
Course	[SSASECT]	3220 - 3225	3230 - 3235	3240 - 3245	3250 - 3255
Section	[SSASECT]	601 - 699 (Eve = begins 5:00pm or later)			
		701 - 799 (Eve = begins 5:00pm or later)			
		801 - 899 (Eve Lab = begins 5:00pm or later)			
Rule Includes / Excludes		Includes Face-to-Face, on-budget course sections.		Excludes off-budget course sections (covered by separate rule).	
Semester (Term)	[SSASECT]	Any			
Part of Term	[SSASECT]	1	B1	B2	WC Z __
Budget (Campus)	[SSASECT]	O	Tuition is <u>assessed</u> ; student fees are <u>waived</u> . This code is not indicative of class location.		
Schedule Type	[SSASECT]	F	FFO	FLS	LS LSO X
Instructional Method	[SSASECT]	LEC	LEL	LAB	
Special Approval?	[SSASECT]	Yes	ADD	DE (at registration, students will see: "Department Approval Required") Not required.	
Visible to student view?	[SSASECT]	Yes			
Location Specific?	[SSASECT]	Yes	Building & Room: TG 115 and TH 220		
Meeting pattern required?	[SSASECT]	Yes			
Section Note Required?	[SSATEXT]	No			
Comments		1	If offering with schedule type code "FFO", "FLS", "LS", or "LSO", refer to General Rules for additional coding requirements.		
		2	Miscellaneous (aka "Special" or "Z__") Part of Term codes must be requested prior to submitting sections in CourseLeaf CLSS, and cannot be adjusted later.		
		3	Program is financial aid eligible and <u>cannot</u> cross term dates.		
		4	State / Federal holidays are not counted as instruction days; students cannot be required to attend.		
		5	The majority of UVU programs and courses are eligible for Financial Aid and therefore <u>cannot cross standard term dates</u> . However, if a program requires ALL students to complete clinical, field or practical experience toward the end of the program (where dates do not align with a standard term), crossing standard term dates may be possible. Refer to Introduction, Part of Term Codes, for more information.		
Academic Scheduling Office					
Tuition / Fee Waiver	[SSASECT]	No			
Section Fees (Flat)	[SSADETL]	No			
Degree Program Attributes	[SSADETL]		ADD	X____	Course-based fees (lec/lab) approved by Course Fee Committee only
			ADD	Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only
Contract	[SSADETL]	No			
Schedule Restrictions	[SSARRES]	As written in course curriculum.			
Field of Study (Major)		--			
Level		--			
Program		--			
TOPs Code Required?	[SSAOVRR]	No			
URL Required	[SSASYLB]	No			
Comments					

202540 - 202630: Academic Scheduling Rules

[ H P ] COLLEGE of HEALTH & PUBLIC SERVICES			CHPS - 108		
			Emergency Services <i>(online, resident students)</i>		
Academic Department Schedulers					
Subject	[SSASECT]	Any			
Course	[SSASECT]	Undergraduate courses only		Excludes 6000+ courses (see regular online rules)	
Section	[SSASECT]	X01 - X50			
Rule Includes / Excludes		Includes online sections for <u>resident</u> /local students.		Excludes X51 - X59 reserved for non-resident/global online students.	
Semester (Term)	[SSASECT]	Any			
Part of Term	[SSASECT]	1	B1	B2	WC Z __
Budget (Campus)	[SSASECT]	O	Tuition is <u>assessed</u> ; student fees are <u>waived</u> . This code is not indicative of class location.		
Schedule Type	[SSASECT]	W			
Instructional Method	[SSASECT]	LEC	LEL	LAB	INV (can be used, where appropriate)
Special Approval?	[SSASECT]	Yes	ADD	DE	(at registration, students will see: "Department Approval Required") Not required.
Visible to student view?	[SSASECT]	Yes			
Location Specific?	[SSASECT]	Yes	Building & Room: ONLINE ONLINE		
Meeting pattern required?	[SSASECT]	No	Meeting line does <u>not</u> reflect specific day(s) or time(s), but must exist in Banner to capture required contact hours/week.		
Section Note Required?	[SSATEXT]	No			
Comments	1	Can be cross-listed w/Online <u>Non-resident</u> /Global sections (X51-X59) with written approval from Financial Manager.			
	2	Miscellaneous (aka "Special" or "Z__") Part of Term codes must be requested prior to submitting sections in CourseLeaf CLSS, and cannot be adjusted later.			
	3	Program is financial aid eligible and <u>cannot</u> cross term dates.			
	4	State / Federal holidays are not counted as instruction days; students cannot be required to attend.			
Academic Scheduling Office					
Tuition / Fee Waiver	[SSASECT]	No			
Section Fees (Flat)	[SSADETL]	No			
Degree Program Attributes	[SSADETL]		ADD	X____	Course-based fees (lec/lab) approved by Course Fee Committee only
			ADD	Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only
Contract?	[SSADETL]	No			
Schedule Restrictions	[SSARRES]	As written in course curriculum.			
Field of Study (Major)		Yes	ADD	<input checked="" type="checkbox"/> Exclude	Major EMSG EMSO
Level		--			
Program		--			
TOPs Code Required?	[SSAOVRR]	Yes	ADD	INT (Internet)	
URL Required	[SSASYLB]	Yes	ADD	<a href="https://www.uvu.edu/otl/students/index.html">https://www.uvu.edu/otl/students/index.html</a>	
Comments					

202540 - 202630: Academic Scheduling Rules

[ H P ] COLLEGE of HEALTH & PUBLIC SERVICES				CHPS - 109															
Emergency Services (online, non-resident students)																			
Academic Department Schedulers																			
Subject	[SSASECT]	ES																	
Course	[SSASECT]	Undergraduate courses only				Excludes 6000+ courses (see regular online rules)													
Section	[SSASECT]	X51 - X59																	
Rule Includes / Excludes		Includes online sections for non-resident/global students.				Excludes X01 - X97 online sections for resident/local students.													
Semester (Term)	[SSASECT]	Any																	
Part of Term	[SSASECT]	1	B1	B2	WC	Z__													
Budget (Campus)	[SSASECT]	O	Tuition is assessed; student fees are waived. This code is not indicative of class location.																
Schedule Type	[SSASECT]	W																	
Instructional Method	[SSASECT]	LEC	LEL	LAB	INV (can be used, where appropriate)														
Special Approval?	[SSASECT]	Yes	ADD	DE (at registration, students will see: "Department Approval Required")			Not required.												
Visible to student view?	[SSASECT]	Yes																	
Location Specific?	[SSASECT]	Yes	Building & Room: ONLINE ONLINE																
Meeting pattern required?	[SSASECT]	No	Meeting line does not reflect specific day(s) or time(s), but must exist in Banner to capture required contact hours/week.																
Section Note Required?	[SSATEXT]	No																	
Comments	1	Can be cross-listed w/Online Resident/Local sections (X01-X50) with written approval from Financial Manager.																	
	2	Miscellaneous (aka "Special" or "Z__") Part of Term codes must be requested prior to submitting sections in CourseLeaf CLSS, and cannot be adjusted later.																	
	3	Program is financial aid eligible and cannot cross term dates.																	
	4	State / Federal holidays are not counted as instruction days; students cannot be required to attend.																	
Academic Scheduling Office																			
Tuition / Fee Waiver	[SSASECT]	Yes	<input checked="" type="checkbox"/>	Waives regular tuition and student fees. Off-budget (per credit) fees apply.															
Section Fees (Flat)	[SSADETL]	Yes	ADD	<table><tr><th>Level</th><th>Detail</th><th>Credits</th><th>Amount</th></tr><tr><td rowspan="3">UG</td><td rowspan="3">C915</td><td>1</td><td>\$ 260.00</td></tr><tr><td>2</td><td>\$ 520.00</td></tr><tr><td>3</td><td>\$ 780.00</td></tr></table>				Level	Detail	Credits	Amount	UG	C915	1	\$ 260.00	2	\$ 520.00	3	\$ 780.00
				Level	Detail	Credits	Amount												
				UG	C915	1	\$ 260.00												
						2	\$ 520.00												
3	\$ 780.00																		
Degree Program Attributes	[SSADETL]	Yes	REMOVE	X_____			Course-based fees (lec/lab) approved by Course Fee Committee only												
				Z_____			Course-based fees (lab access/software/tool) approved by Course Fee Committee only												
Contract?	[SSADETL]	Yes	ADD	SD, 100%	Off-budget program or recording fee only														
Schedule Restrictions	[SSARRES]	As written in course curriculum, PLUS:																	
Field of Study (Major)		Yes	ADD	<input checked="" type="checkbox"/> Include	Major	EMSG	EMSO												
Level		--																	
Program		--																	
TOPs Code Required?	[SSAOVRR]	Yes	ADD	DEOT (Dis Ed Off Budget-Other)															
URL Required	[SSASYLB]	Yes	ADD	https://www.uvu.edu/otl/students/index.html															
Comments																			

202540 - 202630: Academic Scheduling Rules

[ H P ] COLLEGE of HEALTH & PUBLIC SERVICES		CHPS - 111			
		Physician Assistant (Lecture & Didactic)			
Academic Department Schedulers					
Subject	[SSASECT]	PAS			
Course	[SSASECT]	Any			
Section	[SSASECT]	301 - 399 (Day = begins 7:00am thru 4:59pm)		701 - 799 (Eve = begins 5:00pm or later)	
		201 - 299 (Day Lab = begins 7:00am thru 4:59pm)		801 - 899 (Eve Lab = begins 5:00pm or later)	
Rule Includes / Excludes		Includes all course sections not covered by another rule.		Excludes clinical course numbers (6790 - 6799).	
Semester (Term)	[SSASECT]	Any			
Part of Term	[SSASECT]	1	B1	B2	WC Z __
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is <u>not</u> indicative of class location.		
Schedule Type	[SSASECT]	F	FFO	FLS	LS LSO X
Instructional Method	[SSASECT]	LEC	LEL	LAB	
Special Approval?	[SSASECT]	No			
Visible to student view?	[SSASECT]	Yes			
Location Specific?	[SSASECT]	Yes	Building: HP	Room: Refer to Master Room List	
Meeting pattern required?	[SSASECT]	Yes			
Section Note Required?	[SSATEXT]	Yes	ADD This section will be held at West Campus (west of I-15), 951 S Geneva Road, Orem.		
Comments		1 If offering with schedule type code "FFO", "FLS", "LS", or "LSO", refer to General Rules for additional coding requirements.			
		2 Instructor must be present in the classroom.			
		3 Miscellaneous (aka "Special" or "Z__") Part of Term codes must be requested prior to submitting sections in CourseLeaf CLSS, and cannot be adjusted later.			
		4 Programs eligible for Financial Aid <u>cannot</u> overlap the start or endpoint of another semester (i.e., a condensed course section beginning in Spring semester cannot end in Summer semester).			
		5 State / Federal holidays are not counted as instruction days; students cannot be required to attend.			
		6 Where additional time is needed to capture necessary course hours (until PAS credit ratios are corrected through the Curriculum process), the PA department scheduler must request via the <b>Supplemental Instruction Time Request form</b> located on the Academic Scheduling web site.			
Academic Scheduling Office					
Tuition / Fee Waiver	[SSASECT]	No			
Section Fees (Flat)	[SSADETL]	No			
Degree Program Attributes	[SSADETL]	Yes	ADD	X____	Course-based fees (lec/lab) approved by Course Fee Committee only
			ADD	Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only
Contract?	[SSADETL]	No			
Schedule Restrictions	[SSARRES]	As written in course curriculum.			
Field of Study (Major)		--			
Level		--			
Program		--			
TOPs Code Required?	[SSAOVRR]	Yes	ADD	WEST (West Campus)	
URL Required	[SSASYLB]	Yes	ADD	https://www.uvu.edu/maps/	
Comments					

202540 - 202630: Academic Scheduling Rules

[ H P ] COLLEGE of HEALTH & PUBLIC SERVICES		CHPS - 112 Physician Assistant <i>(Clinical)</i>											
Academic Department Schedulers													
Subject	[SSASECT]	PAS											
Course	[SSASECT]	<table><tr><td>6790</td><td>6791</td><td>6792</td><td>6793</td><td>6794</td></tr><tr><td>6795</td><td>6796</td><td>6797</td><td>6798</td><td>6799</td></tr></table>		6790	6791	6792	6793	6794	6795	6796	6797	6798	6799
6790	6791	6792	6793	6794									
6795	6796	6797	6798	6799									
Section	[SSASECT]	001 - 199 (Day = begins 7:00am thru 4:59pm) 601 - 699 (Eve = begins 5:00pm or later)											
Rule Includes / Excludes		Includes clinical course numbers only.											
Semester (Term)	[SSASECT]	Any											
Part of Term	[SSASECT]	Z __											
Budget (Campus)	[SSASECT]	M Tuition & student fees are assessed. This code is <u>not</u> indicative of class location.											
Schedule Type	[SSASECT]	F											
Instructional Method	[SSASECT]	SUP											
Special Approval?	[SSASECT]	No											
Visible to student view?	[SSASECT]	Yes											
Location Specific?	[SSASECT]	Yes Building & Room: OTHOSP TBA											
Meeting pattern required?	[SSASECT]	No											
Section Note Required?	[SSATEXT]	No											
Comments	1	Miscellaneous (aka "Special" or "Z__") Part of Term codes must be requested prior to submitting sections in CourseLeaf CLSS, and cannot be adjusted later.											
	2	State / Federal holidays are not counted as instruction days; students cannot be required to attend.											
	3	The majority of UVU programs and courses are eligible for Financial Aid and therefore <u>cannot cross standard term dates</u> . However, if a program requires ALL students to complete clinical, field or practical experience toward the end of the program (where dates do not align with a standard term), crossing standard term dates may be possible. <b>Refer to Introduction, Part of Term Codes, for more information.</b>											
Academic Scheduling Office													
Tuition / Fee Waiver	[SSASECT]	No											
Section Fees (Flat)	[SSADETL]	No											
Degree Program Attributes	[SSADETL]	Yes ADD X__ Course-based fees (lec/lab) approved by Course Fee Committee only ADD Z__ Course-based fees (lab access/software/tool) approved by Course Fee Committee only											
Contract?	[SSADETL]	No											
Schedule Restrictions	[SSARRES]	As written in course curriculum.											
Field of Study (Major)		--											
Level		--											
Program		--											
TOPs Code Required?	[SSAOVRR]	No											
URL Required	[SSASYLB]	No											
Comments													

202540 - 202630: Academic Scheduling Rules

[ S C ] COLLEGE of SCIENCE		MQR - 101 MAT Academic Recovery			
Academic Department Schedulers					
Subject	[SSASECT]	MAT			
Course	[SSASECT]	1035			
Section	[SSASECT]	415 - 425	(Day = begins 7:00am thru 4:59pm)	915 - 925	(Eve = begins 5:00pm or later)
Rule Includes / Excludes					
Semester (Term)	[SSASECT]	Any			
Part of Term	[SSASECT]	1	B1	B2	
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is <u>not</u> indicative of class location.		
Schedule Type	[SSASECT]	F			
Instructional Method	[SSASECT]	LEC			
Special Approval?	[SSASECT]	Yes			
Visible to student view?	[SSASECT]	No			
Location Specific?	[SSASECT]	Yes	Building & Room: LA 026 (must be prescheduled in Phase 1--Initial Review in CourseLeaf CLSS)		
Meeting pattern required?		Yes			
Section Note Required?	[SSATEXT]	Yes	ADD	Must be accepted into MAT Academic Recovery program.	
Comments					
Academic Scheduling Office					
Tuition / Fee Waiver	[SSASECT]	Yes			
Section Fees (Flat)	[SSADETL]	No			
Degree Program Attributes	[SSADETL]	Yes	ADD	X____	Course-based fees (lec/lab) approved by Course Fee Committee only
			ADD	Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only
Contract?	[SSADETL]	Yes	ADD	SD, 100%	Off-budget program or recording fee only
Schedule Restrictions	[SSARRES]	As written in course curriculum.			
Field of Study (Major)		--			
Level		--			
Program		--			
TOPs Code Required?	[SSAOVRR]	Yes	ADD	ACREC (Academic Recovery)	
URL Required	[SSASYLB]	No			
Comments	1	Always copy Program Director when confirming request(s) are processed.			

202540 - 202630: Academic Scheduling Rules

[ SUMMER ONLY PROGRAMS ]		COS - 101 Instructor Certification			
Academic Department Schedulers					
Subject	[SSASECT]	BIOL	CHEM	GEO	PHYS
Course	[SSASECT]	5250R	5250R	5250R	4250R
Section	[SSASECT]	415 - 425	(Day = begins 7:00am thru 4:59pm)		915 - 925 (Eve = begins 5:00pm or later)
Rule Includes / Excludes		Includes College of Science instructor certifications only.			
Semester (Term)	[SSASECT]	Summer ONLY			
Part of Term	[SSASECT]	1	B1	B2	WC Z __
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is <u>not</u> indicative of class location.		
Schedule Type	[SSASECT]	F	FFO	FLS	LS LSO X
Instructional Method	[SSASECT]	LEC	LEL	LAB	
Special Approval?	[SSASECT]	No			
Visible to student view?	[SSASECT]	Yes			
Location Specific?	[SSASECT]	No			
Meeting pattern required?	[SSASECT]	Yes			
Section Note Required?	[SSATEXT]	Yes	ADD	This section is for Instructors only. A \$45.00 recording fee is required.	
Comments	1	Cannot cross term dates.			
	2	If offering with schedule type code "FFO", "FLS", "LS", or "LSO", refer to General Rules for additional coding requirements.			
	3	Miscellaneous (aka "Special" or "Z__") Part of Term codes must be requested prior to submitting sections in CourseLeaf CLSS, and cannot be adjusted later.			
	4	Once student registers, they submit a \$45 application/recording fee payment to the Cashier's office.			
	5	State / Federal holidays are not counted as instruction days; students cannot be required to attend.			
Academic Scheduling Office					
Tuition / Fee Waiver	[SSASECT]	Yes	<input checked="" type="checkbox"/>	Waives regular tuition and student fees. Off-budget (per credit) fees apply.	
Section Fees (Flat)	[SSADETL]	No			
Degree Program Attributes	[SSADETL]	Yes	ADD	X____	Course-based fees (lec/lab) approved by Course Fee Committee only
			ADD	Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only
Contract?	[SSADETL]	Yes	ADD	SD, 100%	Off-budget program or recording fee only
Schedule Restrictions	[SSARRES]	As written in course curriculum.			
Field of Study (Major)		--			
Level		--			
Program		--			
TOPs Code Required?	[SSAOVRR]	No			
URL Required	[SSASYLB]	No			
Comments					

202540 - 202630: Academic Scheduling Rules

[ SUMMER ONLY PROGRAMS ]		GEAR UP					
		Gaining Early Awareness and Readiness for Undergraduate					
Academic Department Schedulers							
Subject	[SSASECT]	Any					
Course	[SSASECT]	Undergraduate courses only					
Section	[SSASECT]	415 - 425	(Day = begins 7:00am thru 4:59pm)		915 - 925	(Eve = begins 5:00pm or later)	
Rule Includes / Excludes		Includes graduated high school students only.					
Semester (Term)	[SSASECT]	Summer ONLY					
Part of Term	[SSASECT]	Z __					
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is <u>not</u> indicative of class location.				
Schedule Type	[SSASECT]	F	FFO	FLS	LS	LSO	W X
Instructional Method	[SSASECT]	LEC	LEL	LAB			
Special Approval?	[SSASECT]	Yes					
Visible to student view?	[SSASECT]	Yes					
Location Specific?	[SSASECT]	Yes	Building & Room: UVU classroom or lab				
Meeting pattern required?	[SSASECT]	Yes					
Section Note Required?	[SSATEXT]	Yes	ADD	Gear Up Program.			
Comments for Scheduler	1	Course sections must be submitted by an authorized scheduler of the sponsoring academic department.					
	2	Grant funded program. On UVU campus instruction for graduated HS students only.					
	3	If offering with schedule type code "FFO", "FLS", "LS", "LSO", or "W", refer to General Rules for additional coding requirements.					
	4	Miscellaneous (aka "Special" or "Z__") Part of Term codes must be requested prior to submitting sections in CourseLeaf CLSS, and cannot be adjusted later.					
	5	Requires annual Program Coordinator approval before scheduling.					
	6	State / Federal holidays are not counted as instruction days; students cannot be required to attend.					
Academic Scheduling Office							
Tuition / Fee Waiver	[SSASECT]	Yes	<input checked="" type="checkbox"/>	Waives regular tuition and student fees.			
Section Fees (Flat)	[SSADETL]	No					
Degree Program Attributes	[SSADETL]	Yes	REMOVE	X____	Course-based fees (lec/lab) approved by Course Fee Committee only		
			REMOVE	Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only		
Contract?	[SSADETL]	Yes	ADD	SD, 100%	Off-budget program or recording fee only		
Schedule Restrictions	[SSARRES]	Yes	As written in course curriculum, PLUS:				
Field of Study (Major)			REMOVE	Major code (if present)			
Class			ADD	<input checked="" type="checkbox"/>	Include "FR"		
Level			ADD	<input checked="" type="checkbox"/>	Exclude "CE" (default)		
Program			ADD	<input checked="" type="checkbox"/>	Exclude "HSCE"		
TOPs Code Required?	[SSAOVRR]	Yes	ADD	GEARUP (Gear Up Summer Program)			
URL Required	[SSASYLB]	Yes	ADD	https://www.uvu.edu/gear-up/			
Comments for ASO	1	Add subtitle "GearUp" after the course title.					
	2	Always copy Program Director when confirming request(s) are processed.					
	3	Non-standard meeting patterns may be necessary. Schedule in CB (2nd floor) unless otherwise requested.					
	4	Requires annual Budget Office written approval before scheduling.					

202540 - 202630: Academic Scheduling Rules

[ SUMMER ONLY PROGRAMS ]										INNOVATION ACADEMY Empowered Professionals	
Academic Department Schedulers											
Subject	[SSASECT]	Any									
Course	[SSASECT]	Undergraduate courses only									
Section	[SSASECT]	415 - 425	(Day = begins 7:00am thru 4:59pm)			915 - 925	(Eve = begins 5:00pm or later)				
Rule Includes / Excludes		Includes <u>current</u> high school students only.									
Semester (Term)	[SSASECT]	Summer ONLY									
Part of Term	[SSASECT]	Z __									
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is <u>not</u> indicative of class location.								
Schedule Type	[SSASECT]	F	FFO	FLS	LS	LSO	W	X			
Instructional Method	[SSASECT]	LEC	LEL	LAB							
Special Approval?	[SSASECT]	Yes	ADD	DE	At registration, student will see: "Department Approval Required"						
Visible to student view?	[SSASECT]	Yes									
Location Specific?	[SSASECT]	Yes	Building & Room: UVU classroom or lab								
Meeting pattern required?	[SSASECT]	Yes									
Section Note Required?	[SSATEXT]	Yes	ADD one of the following: (per Program Coordinator)					Business Leaders of Tomorrow Engineers and Technologists of Tomorrow Hospitality Leaders of Tomorrow Scholars of Tomorrow Scientists of Tomorrow			
Comments for Schedulers		1	Course sections must be submitted by an authorized scheduler of the sponsoring academic department.								
		2	If offering with schedule type code "FFO", "FLS", "LS", "LSO", or "W", refer to General Rules for additional coding requirements.								
		3	Miscellaneous (aka "Special" or "Z__") Part of Term codes must be requested prior to submitting sections in CourseLeaf CLSS, and cannot be adjusted later.								
		4	Requires annual Budget office written approval before scheduling, and coordination with Program Director.								
		5	State / Federal holidays are not counted as instruction days; students cannot be required to attend.								
Academic Scheduling Office											
Tuition / Fee Waiver	[SSASECT]	Yes	<input checked="" type="checkbox"/>	Waives regular tuition and student fees. Off-budget (per credit) fees apply.							
Section Fees (Flat)	[SSADETL]	No									
Degree Program Attributes	[SSADETL]	Yes	REMOVE	X__	Course-based fees (lec/lab) approved by Course Fee Committee only <sup>2</sup>						
			REMOVE	Z__	Course-based fees (lab access/software/tool) approved by Course Fee Committee only <sup>2</sup>						
Contract?	[SSADETL]	Yes	ADD	SD, 100%	Off-budget program or recording fee only						
Schedule Restrictions	[SSARRES]	Yes	As written in course curriculum, PLUS:								
Field of Study (Major)			REMOVE	Major code (if present)							
Level			ADD	<input checked="" type="checkbox"/> Exclude "CE" (default)							
Program			ADD	<input checked="" type="checkbox"/> Include "HSCE"							
TOPs Code Required?	[SSAOVRR]	Yes	ADD	SUB (Summer Bridge)							
URL Required	[SSASYLB]	Yes	ADD	https://www.uvu.edu/bridge/							
Comments for ASO		1	All fee types are removed from concurrent enrollment sections because the students are not using UVU facilities, per state law.								
		2	Always copy Program Director when confirming request(s) are processed.								
		3	Non-standard meeting patterns may be necessary.								

202540 - 202630: Academic Scheduling Rules

[ SUMMER ONLY PROGRAMS ]										INNOVATION ACADEMY	
										Excelerate	
Academic Department Schedulers											
Subject	[SSASECT]	Any									
Course	[SSASECT]	Undergraduate courses only									
Section	[SSASECT]	415 - 425	(Day = begins 7:00am thru 4:59pm)				915 - 925	(Eve = begins 5:00pm or later)			
Rule Includes / Excludes		Includes graduated high school students only.									
Semester (Term)	[SSASECT]	Summer ONLY									
Part of Term	[SSASECT]	Z __									
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is <u>not</u> indicative of class location.								
Schedule Type	[SSASECT]	F	FFO	FLS	LS	LSO	W	X			
Instructional Method	[SSASECT]	LEC	LEL	LAB							
Special Approval?	[SSASECT]	Yes	ADD	DE	At registration, student will see: "Department Approval Required"						
Visible to student view?	[SSASECT]	Yes									
Location Specific?	[SSASECT]	Yes	Building & Room: UVU classroom or lab								
Meeting pattern required?	[SSASECT]	Yes									
Section Note Required?	[SSATEXT]	Yes	ADD	Innovation Academy - Excelerate							
Comments for Scheduler	1	Course sections must be submitted by an authorized scheduler of the sponsoring academic department.									
	2	Faculty paid through state grant funds. Scholarship pays for student tuition.									
	3	If offering with schedule type code "FFO", "FLS", "LS", "LSO", or "W", refer to General Rules for additional coding requirements.									
	4	Miscellaneous (aka "Special" or "Z___") Part of Term codes must be requested prior to submitting sections in CourseLeaf CLSS, and cannot be adjusted later.									
	5	Requires annual Program Director approval before scheduling.									
	6	State / Federal holidays are not counted as instruction days; students cannot be required to attend.									
Academic Scheduling Office											
Tuition / Fee Waiver	[SSASECT]	Yes	<input checked="" type="checkbox"/>	Waives regular tuition and student fees.							
Section Fees (Flat)	[SSADETL]	No									
Degree Program Attributes	[SSADETL]	Yes	ADD	X____	Course-based fees (lec/lab) approved by Course Fee Committee only						
			ADD	Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only						
Contract?	[SSADETL]	Yes	ADD	SD, 100%	Off-budget program or recording fee only						
Schedule Restrictions	[SSARRES]	Yes									
Field of Study (Major)		--									
Class			ADD	<input checked="" type="checkbox"/>	Include "FR" and "SO"						
Level			ADD	<input checked="" type="checkbox"/>	Exclude "CE" (default)						
Program		--									
TOPs Code Required?	[SSAOVRR]	Yes	ADD	EXL	(Excelerate - Engaged Learning)						
URL Required	[SSASYLB]	Yes	ADD	https://www.uvu.edu/excelerate/							
Comments for ASO	1	Always copy Program Director when confirming request(s) are processed.									
	2	Non-standard meeting patterns may be necessary.									
	3	Requires annual Budget Office written approval, plus coordination with Program Director (provides approved course list in Phase 1 - Initial Review for the following summer).									

202540 - 202630: Academic Scheduling Rules

[ SUMMER ONLY PROGRAMS ]				INNOVATION ACADEMY Study Abroad																	
Academic Department Schedulers																					
Subject	[SSASECT]	Any																			
Course	[SSASECT]	Any	Note: The Office for Education Abroad will verify the pre-approved courses and faculty assignments.																		
Section	[SSASECT]	415 - 425	(Day = begins 7:00am thru 4:59pm)	915 - 925	(Eve = begins 5:00pm or later)																
Rule Includes / Excludes		Includes courses / programs <u>verified</u> by the Office for Education Abroad.																			
Semester (Term)	[SSASECT]	Summer ONLY																			
Part of Term	[SSASECT]	Z __																			
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is <u>not</u> indicative of class location.																		
Schedule Type	[SSASECT]	F	FFO	FLS	X																
Instructional Method	[SSASECT]	LEC	LEL	LAB																	
Special Approval?	[SSASECT]	Yes	ADD	DE (at registration, students will see: "Department Approval Required")																	
Visible to student view?	[SSASECT]	No																			
Location Specific?	[SSASECT]	Yes	Building & Room: OTCTRY TBA																		
Meeting pattern required?	[SSASECT]	No	(unless pre-travel and/or post-travel time-bound requirements exist)																		
		Meeting line does <u>not</u> reflect specific day(s) or time(s), but must exist in Banner (with no day/time) in order to capture required contact hours/week. Building/Room reflect "TBA" to indicate instructor will coordinate times and locations with students.																			
		For example: Meet Line 1: pre-travel, may include meetings, online readings, and/or discussions Meet Line 2: travel Meet Line 3: post-travel, may include assignment completion, testing and final submission(s)																			
Section Note Required?	[SSATEXT]	Yes	ADD	IOP – (Country) Study Abroad (course begin/end dates)  Contact the Office of Education Abroad for program cost.  For example: IOP - Spain Study Abroad (01-Jun-2024 thru 21-Jun-2024)																	
Comments		1	If offering with schedule type code "FFO", or "FLS", refer to General Rules for additional coding requirements.																		
		2	Miscellaneous (aka "Special" or "Z__") Part of Term codes must be requested prior to submitting sections in CourseLeaf CLSS, and cannot be adjusted later. Dates must include any requirements associated with the course before and/or after travel dates (all encompassing).																		
		3	Must include country name and "IOP" as a subtitle (i.e., "Spain IOP"). Note this in the Comments field in CourseLeaf CLSS.																		
		4	Program is financial aid eligible and <u>cannot</u> cross term dates.																		
		5	State / Federal holidays are not counted as instruction days; students cannot be required to attend.																		
Academic Scheduling Office																					
Tuition / Fee Waiver	[SSASECT]	Yes	<input checked="" type="checkbox"/>	Waives regular tuition and student fees. Off-budget (per credit) fees apply.																	
Section Fees (Flat)	[SSADETL]	Yes	ADD	<table><tr><th>Level</th><th>Detail</th><th>Credits</th><th>Amount</th></tr><tr><td>UG (1000-4999)</td><td rowspan="3">C914</td><td>1</td><td>\$ 205.00</td></tr><tr><td>GR (5000+)</td><td>2</td><td>\$ 410.00</td></tr><tr><td></td><td>3</td><td>\$ 615.00</td></tr></table>				Level	Detail	Credits	Amount	UG (1000-4999)	C914	1	\$ 205.00	GR (5000+)	2	\$ 410.00		3	\$ 615.00
Level	Detail	Credits	Amount																		
UG (1000-4999)	C914	1	\$ 205.00																		
GR (5000+)		2	\$ 410.00																		
		3	\$ 615.00																		
Degree Program Attributes	[SSADETL]	Yes	REMOVE	X____	Course-based fees (lec/lab) approved by Course Fee Committee only																
			REMOVE	Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only																
Contract?	[SSADETL]	Yes	ADD	SD, 100%	Off-budget program or recording fee only																
Schedule Restrictions	[SSARRES]	As written in course curriculum.																			
Field of Study (Major)		--																			
Level		--																			
Program		--																			
TOPs Code Required?	[SSAOVRR]	Yes	ADD	ISP (International Study Programs)																	
URL Required	[SSASYLB]	Yes	ADD	https://www.uvu.edu/educationabroad/study-abroad/index.html																	
Comments		1	Always copy Program Director when confirming request(s) are processed.																		
		2	Fall and Spring sections <u>do NOT</u> follow this rule!																		
		3	Typically hidden from student view. Includes "DE" code (department approval) for restricting enrollment to intended students.																		

202540 - 202630: Academic Scheduling Rules

[ SUMMER ONLY PROGRAMS ]					SOA - 101 Internship
Academic Department Schedulers					
Subject	[SSASECT]	ART	DANC	MUSC	THEA
Course	[SSASECT]	2810R	2810R	2810R	2810R
		4810R	4810R	4810R	4810R
Section	[SSASECT]	415 - 425			
Rule Includes / Excludes		Includes off-budget School of the Arts internships only (and students are enrolled exclusively in SOA Internships).			
Semester (Term)	[SSASECT]	Summer ONLY			
Part of Term	[SSASECT]	INT			
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is <u>not</u> indicative of class location.		
Schedule Type	[SSASECT]	F			
Instructional Method	[SSASECT]	SUP			
Special Approval?	[SSASECT]	Yes	ADD	IN (At registration, students see: "Contact Internship Coordinator")	
Visible to student view?	[SSASECT]	Yes			
Location Specific?	[SSASECT]	Yes	Building & Room: TBA TBA		
Meeting pattern required?	[SSASECT]	No	Meeting line does <u>not</u> reflect specific day(s) or time(s), but must exist in Banner (with no day/time) in order to capture required contact hours/week. Building/Room reflect "TBA" to indicate instructor will coordinate times and locations with students.		
Section Note Required?	[SSATEXT]	Yes	ADD	For students enrolled exclusively in SOA internships.	
Comments	1	Identify as "School of the Arts Internships / OB" in the Comments field of section in CourseLeaf CLSS.			
	2	Program is financial aid eligible and <u>cannot</u> cross term dates.			
Academic Scheduling Office					
Tuition / Fee Waiver	[SSASECT]	Yes	<input checked="" type="checkbox"/>	Waives regular tuition and student fees. Off-budget (per credit) fees apply.	
Section Fees (Flat)	[SSADETL]	Yes	ADD	Term	Level
				Detail	Credits
				Amount	
Degree Program Attributes	[SSADETL]	Yes	ADD	X_____	Course-based fees (lec/lab) approved by Course Fee Committee only
				Z_____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only
				SD, 100%	Off-budget program or recording fee only
Schedule Restrictions	[SSARRES]	As written in course curriculum.			
Field of Study (Major)		--			
Level		--			
Program		--			
TOPs Code Required?	[SSAOVRR]	No			
URL Required	[SSASYLB]	No			
Comments					

202540 - 202630: Academic Scheduling Rules

[ SUMMER ONLY PROGRAMS ]				UPWARD BOUND			
Academic Department Schedulers							
Subject	[SSASECT]	Any					
Course	[SSASECT]	Undergraduate courses only					
Section	[SSASECT]	415 - 425	(Day = begins 7:00am thru 4:59pm)		915 - 925	(Eve = begins 5:00pm or later)	
Rule Includes / Excludes		Includes <u>current</u> high school students only.					
Semester (Term)	[SSASECT]	Summer ONLY					
Part of Term	[SSASECT]	Z __					
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. This code is <u>not</u> indicative of class location.				
Schedule Type	[SSASECT]	F	FFO	FLS	LS	LSO	W X
Instructional Method	[SSASECT]	LEC	LEL	LAB			
Special Approval?	[SSASECT]	No					
Visible to student view?	[SSASECT]	Yes					
Location Specific?	[SSASECT]	Yes	Building & Room: UVU classroom or lab				
Meeting pattern required?	[SSASECT]	Yes					
Section Note Required?	[SSATEXT]	Yes	ADD	Upward Bound Program.			
Comments for Scheduler	1	Course sections must be submitted by an authorized scheduler of the sponsoring academic department.					
	2	Federally funded program (specific to on UVU campus instruction).					
	3	If offering with schedule type code "FFO", "FLS", "LS", "LSO", or "W", refer to General Rules for additional coding requirements.					
	4	Miscellaneous (aka "Special" or "Z__") Part of Term codes must be requested prior to submitting sections in CourseLeaf CLSS, and cannot be adjusted later.					
	5	Requires annual Budget Office written approval before scheduling.					
	6	State / Federal holidays are not counted as instruction days; students cannot be required to attend.					
Academic Scheduling Office							
Tuition / Fee Waiver	[SSASECT]	Yes	<input checked="" type="checkbox"/>	Waives regular tuition and student fees.			
Section Fees (Flat)	[SSADETL]	No					
Degree Program Attributes	[SSADETL]	Yes	REMOVE	X____	Course-based fees (lec/lab) approved by Course Fee Committee only <sup>4</sup>		
			REMOVE	Z____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only <sup>4</sup>		
Contract?	[SSADETL]	Yes	ADD	SD, 100%	Off-budget program or recording fee only		
Schedule Restrictions	[SSARRES]	Yes	As written in course curriculum, PLUS:				
Field of Study (Major)			REMOVE	Major code (if present)			
Level			ADD	<input checked="" type="checkbox"/> Exclude "CE"	(default)		
Program			ADD	<input checked="" type="checkbox"/> Include "HSCE"			
Student			ADD	<input checked="" type="checkbox"/> Include "UB"	(student attribute restriction)		
TOPs Code Required?	[SSAOVRR]	Yes	ADD	UB (Upward Bound)			
URL Required	[SSASYLB]	Yes	ADD	https://www.uvu.edu/trio/ub/			
Comments for ASO	1	Add subtitle "UB" after the course title.					
	2	All fee types are removed from concurrent enrollment sections because the students are not using UVU facilities, per state law.					
	3	Always copy Program Director when confirming request(s) are processed.					
	4	Non-standard meeting patterns may be necessary.					
	5	Upward Bound is NOT part of "UVU Prep" (a non-credit program coordinated by Event Services office).					