



**ACADEMIC SCHEDULING
OFFICE**

Scheduling Rules

Fall 2025 - Summer 2026

January 2025

202540 - 202630: Academic Scheduling Rules

INTRODUCTION

Building semester and academic year class schedules is inherently complex and critical to the mission of Utah Valley University, making Academic Scheduling Guidelines, as well as Scheduling Rules, necessary components for UVU's continued growth and success.

While the Guidelines will clarify practices that reinforce UVU's priorities, promote multi-department synergy, and contribute to optimal space utilization, the Scheduling Rules clarify the codes required for course sections. Together, they promote our Student Success core theme by facilitating timely degree completion, and ensure accurate state reporting.

This document includes the following sections:

Standard Section Notes	Consistent verbiage for Banner section notes that are visible in student views (and based on specific criteria).
Rules	<p>Scheduling rules can be specific to a delivery method, program, department, or semester offered. The three basic rule types are divided by color for easy identification:</p> <ul style="list-style-type: none">■ General■ College / School■ Summer Only <p>...and each individual rule includes two sections:</p> <p>"Academic Department Schedulers" section guides schedulers to correctly submit section requests in CourseLeaf CLSS.</p> <p>"Academic Scheduling Office" section reflects the additional coding required in Banner, and removes some of the mystery behind each scheduling rule.</p>

202540 - 202630: Academic Scheduling Rules

STANDARD SECTION NOTES

Condensed Delivery <i>(aka Intersession)</i>	This course is delivered in a condensed format.																				
Face-to-Face + Livestream	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.																				
Face-to-Face + Online	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.																				
Livestream	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.																				
Livestream + Online	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.																				
Mandatory Attendance <i>(applies to REC courses only)</i>	Attendance the first day of class is MANDATORY. If you are registered for the course and are not present 15 minutes into the first class meeting, you will lose your seat in the course and must drop. If you are waitlisted, you MUST attend the first day of class to be eligible to register if a seat opens.																				
MBA (MGMT 6930 only) <i>Optional travel experience</i>	This section has an optional post-semester, faculty-led travel component to Argentina that extends learning objectives.																				
Off-Campus Locations <i>(list is not all-inclusive)</i>	<p>This section will be held at <i>[address, city]</i>.</p> <p>North Valley</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%; padding: 5px;">RECSU</td> <td style="padding: 5px;">Sundance Mountain Resort, 8841 Alpine Loop Scenic Byway, Sundance</td> </tr> <tr> <td style="padding: 5px;">TG</td> <td style="padding: 5px;">Thanksgiving Point, 2912 Executive Parkway, Lehi</td> </tr> <tr> <td style="padding: 5px;">TH</td> <td style="padding: 5px;">Thanksgiving Point, 2889 West Ashton Blvd, Lehi</td> </tr> </table> <p>Other</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%; padding: 5px;">ANGCW</td> <td style="padding: 5px;">Army National Guard Camp Williams (801) 878-5400, 17800 S Camp Williams Road, Bluffdale</td> </tr> <tr> <td style="padding: 5px;">CRFS <i>(general)</i></td> <td style="padding: 5px;">Capitol Reef Field Station, Pleasant Creek Road, Torrey</td> </tr> <tr> <td style="padding: 5px;">CRFS - COMM <i>(by request)</i></td> <td style="padding: 5px;">Capitol Reef Field Station, Pleasant Creek Road, Torrey. This section includes a mandatory field trip. Please contact the Communications department for additional costs (travel, food, lodging).</td> </tr> <tr> <td style="padding: 5px;">ES</td> <td style="padding: 5px;">3131 Mike Jense Pkwy, Provo</td> </tr> <tr> <td style="padding: 5px;">GREEN</td> <td style="padding: 5px;">The Green On Campus Drive 499 W 960 S, Bldg 3, Floor 3, Orem</td> </tr> <tr> <td style="padding: 5px;">HA / HB</td> <td style="padding: 5px;">1185 Mike Jense Pkwy, Provo</td> </tr> <tr> <td style="padding: 5px;">SNOW</td> <td style="padding: 5px;">150 E College Ave, Ephraim</td> </tr> </table>	RECSU	Sundance Mountain Resort, 8841 Alpine Loop Scenic Byway, Sundance	TG	Thanksgiving Point, 2912 Executive Parkway, Lehi	TH	Thanksgiving Point, 2889 West Ashton Blvd, Lehi	ANGCW	Army National Guard Camp Williams (801) 878-5400, 17800 S Camp Williams Road, Bluffdale	CRFS <i>(general)</i>	Capitol Reef Field Station, Pleasant Creek Road, Torrey	CRFS - COMM <i>(by request)</i>	Capitol Reef Field Station, Pleasant Creek Road, Torrey. This section includes a mandatory field trip. Please contact the Communications department for additional costs (travel, food, lodging).	ES	3131 Mike Jense Pkwy, Provo	GREEN	The Green On Campus Drive 499 W 960 S, Bldg 3, Floor 3, Orem	HA / HB	1185 Mike Jense Pkwy, Provo	SNOW	150 E College Ave, Ephraim
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202540 - 202630: Academic Scheduling Rules

	<p>South Valley HSADV Advanced Learning Center, 161 E 400 N, Salem</p>
	<p>Wasatch Campus WC Wasatch Campus, 3111 N College Way, Heber</p>
	<p>West Campus</p> <p>DX West Campus (west of I-15), 1551 W 1000 S, Orem</p> <p>HP West Campus (west of I-15), 951 S Geneva Road, Orem</p> <p>NG West Campus (west of I-15), 987 S Geneva Road, Orem</p> <p>WH West Campus (west of I-15), 556 S Commerce Drive, Orem</p>
Part of Term Codes	<p>Block 1 This is a 1st block course section. Please refer to Registration Dates and Deadlines for more information (www.uvu.edu/schedule/).</p> <p>Block 2 This is a 2nd block course section. Please refer to Registration Dates and Deadlines for more information (www.uvu.edu/schedule/).</p>
Science Labs <i>(as requested)</i>	Safety Lab attendance is mandatory. See posting on laboratory room for date. The attendance requirement includes students on the wait list.
Service Learning	This section requires students to participate in at least 20 hours of community-engaged service.
SOA Internship	<p>For students enrolled exclusively in SOA Internships.</p> <p>NOTE: Apply this section note ONLY when the department has <u>specifically</u> identified the section as "<u>Off-budget SOA Internship</u>." Approved by Budget Office for Summer only.</p>
Student Athlete	This section is for student athletes only.
Study Abroad	IOP – (Country) Study Abroad (course dates)

202540 - 202630: Academic Scheduling Rules

[GENERAL] Condensed / Intersession

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	Building & Room: UVU classroom or lab (or approved off-site location)					
Meeting pattern required		Yes						
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 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)					
		2	State / Federal holidays are not counted as instruction days; students cannot be required to attend.					
		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	Condensed courses scheduled between Fall and Spring terms must be created in the <u>Spring</u> term to facilitate Financial Aid disbursements.					
		6	If offering with schedule type code "FFO", "FLS", "LS", "LSO" or "W", refer to General Rules for additional coding requirements.					
		7	This rule may apply in addition to any specific department rule.					
		8	Refer to the Academic Scheduling Guidelines and/or contact the Director of Completion - Academic Affairs 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]	No						
URL Required	[SSASYLB]	No						
Comments		1	Condensed courses scheduled between Fall and Spring terms must be created in the <u>Spring</u> term to facilitate Financial Aid 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 department chair, dean's office, and coordinated through the Office of Education Abroad.
Semester (Term)	[SSASECT]	FALL or SPRING only 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 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 = "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 (Country) Education Abroad (course begin/end dates) Contact the Office of Education Abroad for program cost. For example: New Zealand (08-Jan-2024 thru 28-Feb-2024)
Comments		1 Program is financial aid eligible and <u>cannot</u> cross term dates. 2 Miscellaneous ("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 <u>before</u> and/or <u>after</u> travel dates (all encompassing). 3 State / Federal holidays are not counted as instruction days; students cannot be required to attend. 4 If offering with schedule type code "FFO" or "FLS", refer to General Rules for additional coding requirements. 5 Must include country name as a subtitle (i.e., "Spain"). Note this in the Comments field in CourseLeaf CLSS.

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 https://www.uvu.edu/educationabroad/
Comments		1 Email cc: Education Abroad director on all email confirmations.

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 <u>not</u> 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 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]	FLS			
Instructional Method	[SSASECT]	LEC	LEL	LAB	
Special Approval?	[SSASECT]	No			
Visible to student view?	[SSASECT]	Yes			
Location Specific?	[SSASECT]	Yes			
Meeting pattern required?		Building & Room: UVU classroom or lab + LIVE STREAM			
		Meet line 1: Standard meeting pattern, assign to a UVU bldg/room . For example: "MW 1600-1650 LA 101".			
		Meet line 2: Standard meeting pattern, assign to " LIVE STREAM ". 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	<i>(must be pre-approved by Dean's office)</i>		
Section	[SSASECT]	001 - 199	<i>(Day = begins 7:00am thru 4:59pm)</i>	601 - 699	<i>(Eve = begins 5:00pm or later)</i>
		201 - 299	<i>(Day Lab = begins 7:00am thru 4:59pm)</i>	801 - 899	<i>(Eve Lab = begins 5:00pm or later)</i>
Rule Includes / Excludes		<p>Includes courses / programs <u>pre-approved</u> by department chair and dean's office.</p> <p>Excludes courses / programs <u>verified</u> by the Office of Education Abroad.</p>			
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]	Yes	ADD	DE	<i>(at registration, students will see: "Department Approval Required")</i> Not required.
Visible to student view?	[SSASECT]	Yes			
Location Specific?	[SSASECT]	Yes	Building & Room: [LOCATION] TBA <i>Off campus location must be requested through the Academic Scheduling Office <u>before</u> submitting a section request.</i>		
Meeting pattern required?	[SSASECT]	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. 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	Program is financial aid eligible and <u>cannot</u> cross term dates.		
		2	State / Federal holidays are not counted as instruction days; students cannot be required to attend.		
		3	Miscellaneous ("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 <u>before</u> and/or <u>after</u> travel dates (all encompassing).		
		4	If offering with Schedule Type code "FFO" or "FLS", refer to General Rules for additional coding requirements.		
		5	Must include state/city name as a subtitle (i.e., "Knoxville" or "TN"). Note this in the Comments field in CourseLeaf CLSS.		

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			
<i>Academic Department Schedulers</i>					
Subject	[SSASECT]	Any			
Course	[SSASECT]	Any			
Section	[SSASECT]	Any			
Rule Includes / Excludes		Includes 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]	Yes			
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.			
<i>Academic Scheduling Office</i>					
Tuition / Fee Waiver	[SSASECT]	No			
Section Fees (Flat)	[SSADETL]	No			
Degree Program Attributes	[SSADETL]	Yes	ADD	HN	Honors Course
Contract?	[SSADETL]	No			
Schedule Restrictions	[SSARRES]	As written in course curriculum.			
Field of Study (Major)		--			
Level		--			
Program		--			
TOPs Code Required?	[SSAOVRR]	Yes	ADD	H	(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__	
Rule Includes / Excludes		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 <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 Requested by the Concurrent Enrollment office only.	
		2 For HSCE students taught at local high schools, by UVU-approved instructors, using UVU curriculum and assessment.	
		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 border="1"> <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">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> </tbody> </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	X__ Course-based fees (lec/lab) approved by Course Fee Committee only ¹												
			REMOVE	Z__ Course-based fees (lab access/software/tool) approved by Course Fee Committee only ¹												
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	HSC1 (State-funded / Tuition waived) HSC3 (Non-contractual, no state funds. Use as directed by CE 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.												
		2		Courses that include a co-requisite may prevent HSCE student registration. Where necessary, Level Restriction "CE" can be removed.												

AUT	BIOL	CHEM	CJ	CS	DAPR	ECE	IM	MAT
1230	1010 / 1015	1010 / 1015	1330	1400	2000	1000	2800	1010
	1610 / 1615		1340	1410				1030
MUSC	PES	PHIL	STAT					
1110	2400	2050	1040					

202540 - 202630: Academic Scheduling Rules

HSCE - 102

Fitness for Life / Health & Wellness

[GENERAL]

Academic Department Schedulers

Subject	[SSASECT]	EXSC	HLTH	
Course	[SSASECT]	1097	1100	
Section	[SSASECT]	X01 - X49		
Rule Includes / Excludes		Includes online sections for local current high school students.		Excludes X51 - X59 reserved for non-resident online students.
Semester (Term)	[SSASECT]	Any		
Part of Term	[SSASECT]	HSD (mirror UVU full semester dates)	B1	B2 Excludes part of term codes HS1 and HS2.
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		
Special Approval?	[SSASECT]	Yes		
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]	Yes	ADD	For current high school students only. See CE advisor.
Comments		1	Can be offered any semester.	
		2	Requires "HSCE" as a subtitle so departments can quickly identify and differentiate from regular online sections.	
		3	Waitlist = "0" is allowed.	
		4	Coordinated and submitted by the Concurrent Enrollment Office. Academic departments are responsible for assigning UVU instructor only.	

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 border="1"> <thead> <tr> <th>Level</th> <th>Detail</th> <th>Course</th> <th>Credits</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>UG</td> <td>C928</td> <td>EXSC 1097</td> <td>n/a</td> <td>\$ 150.00</td> </tr> <tr> <td>UG</td> <td>C930</td> <td>HLTH 1100</td> <td>n/a</td> <td>\$ 150.00</td> </tr> </tbody> </table>	Level	Detail	Course	Credits	Amount	UG	C928	EXSC 1097	n/a	\$ 150.00	UG	C930	HLTH 1100	n/a	\$ 150.00
Level	Detail	Course	Credits	Amount															
UG	C928	EXSC 1097	n/a	\$ 150.00															
UG	C930	HLTH 1100	n/a	\$ 150.00															
Degree Program Attributes	[SSADETL]	Yes	REMOVE	X ____ Course-based fees (lec/lab) approved by Course Fee Committee only ¹															
			REMOVE	Z ____ Course-based fees (lab access/software/tool) approved by Course Fee Committee only ¹															
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	HSC3 Non-contractual, no state funds.															
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

HSCE - 103

Languages Bridge Program

[GENERAL]

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__				
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 <u>not</u> 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 <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 Taught only in high schools and for current high school students . Not to be taught on college campus for university students.					
		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	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 ¹		
				Z__	Course-based fees (lab access/software/tool) approved by Course Fee Committee only ¹		
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)			
				"HS" (if present)			
				<input checked="" type="checkbox"/>	Exclude CE (default)		
				<input checked="" type="checkbox"/>	Include HSCE		
TOPs Code Required?	[SSAOVRR]	Yes	ADD	HSC1 (State-funded / Tuition waived)		Determined by Concurrent Enrollment office.	
				HSC3 (Non-contractual, no state funds. Use as directed by CE 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.			

202540 - 202630: Academic Scheduling Rules

[GENERAL]		Individualized			
Academic Department Schedulers					
Subject	[SSASECT]	Any			
Course	[SSASECT]	Any			
Section	[SSASECT]	101 - 199			
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		Includes any course with "Internship" in the official title. 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]	F	
Instructional Method	[SSASECT]	SUP	
Special Approval?	[SSASECT]	Yes	ADD IN (At registration, students see: "Contact Internship Coordin Required for undergrad courses only.
Visible to student view?	[SSASECT]	Yes	
Location Specific?	[SSASECT]	Yes	Building & Room: TBA TBA
Meeting pattern required?	[SSASECT]	No ²	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	Students can register after wait list period ends, but are subject to the Late Registration process (exempting fees and Dean approval).
		2	Programs that require a day/time/room for accreditation purposes are exempt from the Location Specific requirements above.
		3	This rule may apply in addition to any specific department rule.
		4	Coordinate sections through the Internship Services office (https://www.uvu.edu/career-internship/).
		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]	No	
URL Required	[SSASYLB]	Yes	ADD https://www.uvu.edu/career-internship/
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) ¹	
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	Online internships require Financial Manager approval, and are subject to Academic Affairs Council and UFLC review.
		2	Most internships require students to attend face-to-face at local entity; online internships are rare . Submitting coursework through Canvas does NOT make an internship "online".
		3	Students can register after wait list period ends, but are subject to the Late Registration process (exempting fees and Dean approval).
		4	Coordinate sections through the Internship Services office (https://www.uvu.edu/career-internship/).
		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 https://www.uvu.edu/career-internship/
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	Students participate in LI broadcast classroom. Instructor must be present in classroom.						
		3	If offering with schedule type code "FFO", 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]	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 - 102**
RECEIVE: UVU Adult Students

Academic Department Schedulers

Subject	[SSASECT]	Any
Course	[SSASECT]	Undergraduate courses only
Section	[SSASECT]	V11 - V20 V95 - V99 <i>(reserved for overflow)</i>
Rule Includes / Excludes		Includes Live Interactive RECEIVE sections. Excludes Live Interactive HOME (broadcast) sections, 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]	V
Instructional Method	[SSASECT]	LEC LEL LAB
Special Approval?	[SSASECT]	No
Visible to student view?	[SSASECT]	Yes
Location Specific?	[SSASECT]	Yes Building & Room: North or South valley locations
Meeting pattern required?	[SSASECT]	Yes
Section Note Required?	[SSATEXT]	Yes ADD This course section will be held at (location name, address, city).
Comments		1 Adult Education students RECEIVE instruction FROM Live Interactive HOME section. Must be cross-listed with a HOME section. 2 Instructor is not 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]	Yes ADD https://www.uvu.edu/maps/
Comments		1 Adult RECEIVE location can also be on main campus (if HOME section is held in TG 114).

202540 - 202630: Academic Scheduling Rules

Academic Department Schedulers

Subject	[SSASECT]	Any
Course	[SSASECT]	Undergraduate courses only
Section	[SSASECT]	V21 - V94
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 Excludes part of term codes HS1 and HS2.
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 border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Level</th> <th style="width: 35%;">Detail</th> <th style="width: 15%;">Credits</th> <th style="width: 35%;">Amount</th> </tr> </thead> <tbody> <tr> <td rowspan="3" style="text-align: center;">UG</td> <td>CCL4 (Fall)</td> <td style="text-align: center;">1</td> <td style="text-align: right;">\$ 5.00</td> </tr> <tr> <td>CCL2 (Spr)</td> <td style="text-align: center;">2</td> <td style="text-align: right;">\$ 10.00</td> </tr> <tr> <td>CCL3 (Sum)</td> <td style="text-align: center;">3</td> <td style="text-align: right;">\$ 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 REMOVE	X ____ Course-based fees (lec/lab) approved by Course Fee Committee only ² Z ____ Course-based fees (lab access/software/tool) approved by Course Fee Committee only ²														
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	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] **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.		
		2	When using Schedule Type "LS" (Livestream), this rule applies <u>in addition to</u> 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]	Yes	ADD	LIVE	(Live Streaming)
URL Required	[SSASYLB]	Yes	ADD	https://www.uvu.edu/oit/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 <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	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	HOME section connects to livestream RECEIVE section(s) for HSCE students. Must be cross-listed with 1+ RECEIVE sections.
		2	If only HSCE students will be participating in the livestream cross-list, the max enrollment of the home section can be "0".
		3	Coordinated with Concurrent Enrollment Office, but submitted by academic department only.
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/oit/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 - L94
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 Excludes part of term codes HS1 and HS2.
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]	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		<ol style="list-style-type: none"> HSCE students RECEIVE instruction from livestream HOME section. Must be cross-listed with a HOME section. Coordinated by Concurrent Enrollment Office. Taught by UVU faculty. 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 border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Level</th> <th>Detail</th> <th>Credits</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td rowspan="3" style="text-align: center;">UG</td> <td>CCL4 (Fall)</td> <td style="text-align: center;">1</td> <td style="text-align: right;">\$ 5.00</td> </tr> <tr> <td>CCL2 (Spr)</td> <td style="text-align: center;">2</td> <td style="text-align: right;">\$ 10.00</td> </tr> <tr> <td>CCL3 (Sum)</td> <td style="text-align: center;">3</td> <td style="text-align: right;">\$ 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 ²														
			REMOVE	Z _____ Course-based fees (lab access/software/tool) approved by Course Fee Committee only ²														
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	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] **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 HOME section connects to Livestream + Online RECEIVE section(s) for HSCE students. Must be cross-listed with 1+ RECEIVE sections. 2 If only HSCE students will be participating in the livestream cross-list, the max enrollment of the home section can be "0". 3 Coordinated with Concurrent Enrollment Office, but submitted by academic department only.

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 - L94
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 Excludes part of term codes HS1 and HS2.
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 HSCE students RECEIVE instruction FROM livestream HOME section. Must be cross-listed with a HOME section. 2 Coordinated by Concurrent Enrollment Office. 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 border="1" style="width: 100%;"> <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	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 ²														
		REMOVE	Z _____	Course-based fees (lab access/software/tool) approved by Course Fee Committee only ²														
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	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] **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	<p>ADD This section will be held at [location name] + [location address].</p> <p>TG: Thanksgiving Point (2912 Executive Pkwy, Lehi)</p> <p>TH: Thanksgiving Point (2889 W Ashton Blvd, Lehi)</p>			
Comments		1	Locations listed are not all inclusive. Refer to Standard Section Notes tab 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]	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	https://www.uvu.edu/maps/	
Comments		1	LAB section number trumps North Valley section number.		

202540 - 202630: Academic Scheduling Rules

[GENERAL] **Online - 101**
UVU Adult Students (resident / local)

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	https://www.uvu.edu/off/students/index.html	
Comments					

202540 - 202630: Academic Scheduling Rules

Academic Department Schedulers

Subject	[SSASECT]	Any
Course	[SSASECT]	Any
Section	[SSASECT]	X51 - X59
Rule Includes / Excludes		Includes online sections for <u>non-resident</u> /global students. Excludes X01 - X97 online sections for resident/ <u>local</u> 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 <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 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	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">Level</th> <th style="width: 20%;">Detail</th> <th style="width: 10%;">Credits</th> <th style="width: 10%;">Amount</th> <th style="width: 10%;"></th> <th style="width: 10%;"></th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td style="text-align: center;">1</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">188.00</td> <td></td> </tr> <tr> <td style="text-align: center;">UG</td> <td style="text-align: center;">G911</td> <td style="text-align: center;">2</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">376.00</td> <td></td> </tr> <tr> <td></td> <td></td> <td style="text-align: center;">3</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">564.00</td> <td></td> </tr> </tbody> </table>					Level	Detail	Credits	Amount					1	\$	188.00		UG	G911	2	\$	376.00				3	\$	564.00	
Level	Detail	Credits	Amount																												
		1	\$	188.00																											
UG	G911	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																												
Level	--		AVIG	AVSG	EMSG	EMSO																									
Program	--			GPIL	GSTM	GVMT																									
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) - 103 <i>HOME: UVU Adult Students</i>	
Academic Department Schedulers			
Subject	[SSASECT]	Any	
Course	[SSASECT]	Undergraduate courses only	
Section	[SSASECT]	151 - 155	
Rule Includes / Excludes		Includes Online (CE) HOME sections.	Excludes Online (CE) HSCE sections.
Semester (Term)	[SSASECT]	Any	
Part of Term	[SSASECT]	1	B1 B2 WC Z__
Budget (Campus)	[SSASECT]	M	Tuition & student fees are assessed. <i>This code is <u>not</u> indicative of class location.</i>
Schedule Type	[SSASECT]	W	
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: 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	HOME section connects to Online section(s) for HSCE students. Must be cross-listed with 1+ "Online CE" sections.
		2	If only HSCE students will be participating in the livestream cross-list, the max enrollment of the home section can be "0".
		3	Coordinated with Concurrent Enrollment Office, but submitted by academic department only.
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 CEON (CE Online)
URL Required	[SSASYLB]	Yes	ADD https://www.uvu.edu/off/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 - W94
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 Excludes part of term codes HS1 and HS2.
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]	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 HSCE students RECEIVE instruction from online HOME section. Must be cross-listed with a HOME section. 2 Coordinated by Concurrent Enrollment Office. 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 border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Level</th> <th style="width: 35%;">Detail</th> <th style="width: 15%;">Credits</th> <th style="width: 35%;">Amount</th> </tr> </thead> <tbody> <tr> <td rowspan="3" style="text-align: center;">UG</td> <td>CCL4 (Fall)</td> <td style="text-align: center;">1</td> <td style="text-align: right;">\$ 5.00</td> </tr> <tr> <td>CCL2 (Spr)</td> <td style="text-align: center;">2</td> <td style="text-align: right;">\$ 10.00</td> </tr> <tr> <td>CCL3 (Sum)</td> <td style="text-align: center;">3</td> <td style="text-align: right;">\$ 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 ¹														
		REMOVE	Z ____ Course-based fees (lab access/software/tool) approved by Course Fee Committee only ¹														
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.														

202540 - 202630: Academic Scheduling Rules

[GENERAL]		Service Learning			
<i>Academic Department Schedulers</i>					
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?		--			
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.			
<i>Academic Scheduling Office</i>					
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 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 & Room: HSAM TBA American Leadership Academy (898 W 1100 S, Spanish Fork) HSADV TBA 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 [location name] + [location address].		
Comments		1	Locations listed are not all inclusive. Refer to Standard Section Notes tab 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]	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

[GENERAL]		Wasatch Campus (Heber)			
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: WC Room: Refer to Master Room List		
Meeting pattern required?	[SSASECT]	Yes			
Section Note Required?	[SSATEXT]	Yes	ADD	This section will be held at Wasatch Campus (3111 N College Way, Heber)	
Comments		1	Excludes "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]	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	WC	(Wasatch Campus)
URL Required	[SSASYLB]	Yes	ADD	https://www.uvu.edu/wasatch/	
Comments		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 Part of Term code "WC" includes the same number of weeks as code "1" for Fall and Spring only (Summer is condensed into ten weeks). 2 If offering with Schedule Type code "FFO", "FLS", "LS", or "LSO", refer to General Rules for additional coding requirements. 3 CB may be the preferred building for parking and/or consolidating classes for convenience.				
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 HP - Health Professions building NG - Nat'l Guard building WH - Warehouse		Room: Refer to Master Room List
Meeting pattern required?	[SSASECT]	Yes			
Section Note Required?	[SSATEXT]	Yes	ADD DX: This course section is held at UVU's West Campus (west of I-15, 1551 W 1000 S, Orem). HP: This course section is held at UVU's West Campus (west of I-15, 951 S Geneva Rd, Orem). NG: This course section is held at UVU's West Campus (west of I-15, 987 S Geneva Rd, Orem). WH: This course section is held at UVU's West Campus (west of I-15, 556 Commerce Drive, Orem).		
Comments		1	National Guard building hours: Open Mon - Thu 8am - 10pm and Fri 8am - 5pm. Closed weekends.		
		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]	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

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	<i>(Day = begins 7:00am thru 4:59pm)</i>			915 - 925	<i>(Eve = begins 5:00pm or later)</i>			
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. <i>This code is <u>not</u> indicative of class location.</i>							
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 border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Level</th> <th style="width: 20%;">Detail</th> <th style="width: 15%;">Credits</th> <th style="width: 15%;">Amount</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td style="text-align: center;">1</td> <td style="text-align: right;">\$ 425.00</td> </tr> <tr> <td style="text-align: center;">UG</td> <td style="text-align: center;">C929</td> <td style="text-align: center;">2</td> <td style="text-align: right;">\$ 850.00</td> </tr> <tr> <td></td> <td></td> <td style="text-align: center;">3</td> <td style="text-align: right;">\$ 1,275.00</td> </tr> </tbody> </table>					Level	Detail	Credits	Amount			1	\$ 425.00	UG	C929	2	\$ 850.00			3	\$ 1,275.00
Level	Detail	Credits	Amount																					
		1	\$ 425.00																					
UG	C929	2	\$ 850.00																					
		3	\$ 1,275.00																					
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, 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	https://www.uvu.edu/wasatch/																					
Comments		1	Non-standard meeting patterns allowed in WC 224 (exception expires 2027-40).																					

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	UVU historical agreement.		
		2	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]	No			
Comments					

202540 - 202630: Academic Scheduling Rules

[E D] SCHOOL of EDUCATION SOE - 101

Academic Department Schedulers

Subject	[SSASECT]	CGCL	EDAB	EDCO	EDHE	EDLE	EDUC
Course	[SSASECT]	Any	Any	Any	Any	Any	Any
Section	[SSASECT]	001 - 199 <i>(Day = begins 7:00am thru 4:59pm)</i>				601 - 699 <i>(Eve = begins 5:00pm or later)</i>	
		201 - 299 <i>(Day Lab = begins 7:00am thru 4:59pm)</i>				801 - 899 <i>(Eve Lab = begins 5:00pm or later)</i>	
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 Instructor must be present in the classroom. 2 "EDU" Part of Term dates must be defined by EDUC department prior to semester roll process. Dates cannot be adjusted later. 3 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]	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 should include Program Coordinator and authorized scheduler (per Department Chair).					

202540 - 202630: Academic Scheduling Rules

[E D] SCHOOL of EDUCATION **SOE - 102**
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 <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: 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	Instructor must be present in 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.
		2	State / Federal holidays are not counted as instruction days; students cannot be required to attend.
		4	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 border="1" style="width: 100%;"> <thead> <tr> <th>Level</th> <th>Detail</th> <th>Credits</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td rowspan="3" style="text-align: center;">GR + UG</td> <td rowspan="3" style="text-align: center;">C112</td> <td style="text-align: center;">1</td> <td style="text-align: right;">\$ 15.00</td> </tr> <tr> <td style="text-align: center;">2</td> <td style="text-align: right;">\$ 30.00</td> </tr> <tr> <td style="text-align: center;">3</td> <td style="text-align: right;">\$ 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																

202540 - 202630: Academic Scheduling Rules

[E D] SCHOOL of EDUCATION **SOE - 103**
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		<p>1 Video HOME: Broadcasts to a video RECEIVE section. Must be cross-listed with 1+ RECEIVE sections (see rule #SOE - 104).</p> <p>2 Must include day / time pattern with building code. Instructor MUST be present in the classroom.</p> <p>3 State / Federal holidays are not counted as instruction days; students cannot be required to attend.</p> <p>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.</p> <p>5 If offering with schedule type code "FFO" or "FLS" refer to General Rules for additional coding requirements.</p>	

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 border="1" style="width: 100%;"> <thead> <tr> <th>Level</th> <th>Detail</th> <th>Credits</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td rowspan="3" style="text-align: center;">GR + UG</td> <td rowspan="3" style="text-align: center;">C112</td> <td style="text-align: center;">1</td> <td style="text-align: right;">\$ 15.00</td> </tr> <tr> <td style="text-align: center;">2</td> <td style="text-align: right;">\$ 30.00</td> </tr> <tr> <td style="text-align: center;">3</td> <td style="text-align: right;">\$ 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																

202540 - 202630: Academic Scheduling Rules

Academic Department Schedulers

Subject	[SSASECT]	EDUC	
Course	[SSASECT]	Any	
Section	[SSASECT]	V11 - V94	
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	Video RECEIVE: Section is receiving instruction from a video HOME section.
		2	Must include day / time pattern with building code. Instructor is NOT present in the classroom.
		3	Must be cross-listed with a video HOME section (see rule #SOE - 103).
		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.

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 border="1" style="width: 100%;"> <thead> <tr> <th>Level</th> <th>Detail</th> <th>Credits</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td rowspan="3" style="text-align: center;">GR + UG</td> <td rowspan="3" style="text-align: center;">C112</td> <td style="text-align: center;">1</td> <td style="text-align: right;">\$ 15.00</td> </tr> <tr> <td style="text-align: center;">2</td> <td style="text-align: right;">\$ 30.00</td> </tr> <tr> <td style="text-align: center;">3</td> <td style="text-align: right;">\$ 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																

202540 - 202630: Academic Scheduling Rules

[E D] SCHOOL of EDUCATION **SOE - 105**
ABA (Student Teaching)

Academic Department Schedulers

Subject	[SSASECT]	EDAB	EDUC		
Course	[SSASECT]	6300 6890R	6203		
Section	[SSASECT]	001 - 199	<i>(Day = begins 7:00am thru 4:59pm)</i>		601 - 699 <i>(Eve = begins 5:00pm or later)</i>
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			
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		<i>(Approval req'd from Director of Center for Autism if using a room in NB)</i>
Meeting pattern required?	[SSASECT]	Yes			
Section Note Required?	[SSATEXT]	No			
Comments					

Academic Scheduling Office

Tuition / Fee Waiver	[SSASECT]	No																		
Section Fees (Flat)	[SSADETL]	Yes	ADD	<table border="1" style="width: 100%;"> <thead> <tr> <th>Level</th> <th>Subject</th> <th>Course</th> <th>Detail</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>GR</td> <td>EDAB</td> <td>6300 & 6890R</td> <td>C131</td> <td>\$ 600.00</td> </tr> <tr> <td>GR</td> <td>EDUC</td> <td>6203</td> <td>C136</td> <td>\$ 200.00</td> </tr> </tbody> </table>	Level	Subject	Course	Detail	Amount	GR	EDAB	6300 & 6890R	C131	\$ 600.00	GR	EDUC	6203	C136	\$ 200.00	
Level	Subject	Course	Detail	Amount																
GR	EDAB	6300 & 6890R	C131	\$ 600.00																
GR	EDUC	6203	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																				

202540 - 202630: Academic Scheduling Rules

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 <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: Utah school districts or school locations only			Room: TBA	
Meeting pattern required?	[SSASECT]	Yes					
Section Note Required?	[SSATEXT]	Yes	ADD Science of Literacy, <u>plus</u> Location and EDUC phone number (i.e. RCHHS = "Rich High School, 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.				
		3	If offering with schedule type code "FFO", "FLS", "LS", or "LSO", refer to General Rules for additional coding requirements.				
		4	Professional Development for Early Literacy (2-year program).				

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 border="1" style="width: 100%; text-align: center;"> <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/otl/students/index.html	For ONLINE sections only														
Comments																			

202540 - 202630: Academic Scheduling Rules

[E D] SCHOOL of EDUCATION **SOE - 107**
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 border="1"> <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/ofl/students/index.html												
Comments																

202540 - 202630: Academic Scheduling Rules

[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				
Visible to student view?	[SSASECT]	Yes				
Location Specific?	[SSASECT]	Yes		Building: HA / HB (Provo Airport) Room: TBA (to reflect aircraft and/or simulators, not classrooms)		
Meeting pattern required?	[SSASECT]	No				
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: HA / HB (Provo Airport)		Room: TBA (to reflect aircraft and/or simulators, not classrooms)
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 border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Course</th> <th>Detail</th> <th>Attribute</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>AVSC 1110</td> <td>F002</td> <td>X868</td> <td>\$ 19,944.00</td> </tr> <tr> <td>AVSC 1250</td> <td>F003</td> <td>X869</td> <td>\$ 19,053.00</td> </tr> <tr> <td>AVSC 2310</td> <td>F004</td> <td>X949</td> <td>\$ 19,053.00</td> </tr> <tr> <td>AVSC 2450</td> <td>F005</td> <td>X870</td> <td>\$ 11,938.00</td> </tr> </tbody> </table>		Course	Detail	Attribute	Amount	AVSC 1110	F002	X868	\$ 19,944.00	AVSC 1250	F003	X869	\$ 19,053.00	AVSC 2310	F004	X949	\$ 19,053.00	AVSC 2450	F005	X870	\$ 11,938.00
Course	Detail	Attribute	Amount																						
AVSC 1110	F002	X868	\$ 19,944.00																						
AVSC 1250	F003	X869	\$ 19,053.00																						
AVSC 2310	F004	X949	\$ 19,053.00																						
AVSC 2450	F005	X870	\$ 11,938.00																						
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]	Yes	ADD	https://www.uvu.edu/aviation																					
Comments																									

202540 - 202630: Academic Scheduling Rules

[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), but 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 <u>non-resident</u> /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 border="1" style="margin-left: 20px;"> <thead> <tr> <th>Level</th> <th>Detail</th> <th>Credits</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td>1</td> <td>\$ 330.00</td> </tr> <tr> <td>UG</td> <td>G912</td> <td>2</td> <td>\$ 660.00</td> </tr> <tr> <td></td> <td></td> <td>3</td> <td>\$ 990.00</td> </tr> </tbody> </table>	Level	Detail	Credits	Amount			1	\$ 330.00	UG	G912	2	\$ 660.00			3	\$ 990.00
Level	Detail	Credits	Amount																
		1	\$ 330.00																
UG	G912	2	\$ 660.00																
		3	\$ 990.00																
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)		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.																

202540 - 202630: Academic Scheduling Rules

[E N] COLLEGE of ENGINEERING & TECHNOLOGY **CEN - 105**
TECH MGMT (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 <u>non-resident</u> /global students. Excludes X01 - X97 online sections for resident/ <u>local</u> 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 <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					

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 border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Level</th> <th style="width: 15%;">Detail</th> <th style="width: 15%;">Credits</th> <th style="width: 15%;">Amount</th> <th colspan="3"></th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td style="text-align: center;">1</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">330.00</td> <td colspan="3"></td> </tr> <tr> <td style="text-align: center;">UG</td> <td style="text-align: center;">G912</td> <td style="text-align: center;">2</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">660.00</td> <td colspan="3"></td> </tr> <tr> <td></td> <td></td> <td style="text-align: center;">3</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">990.00</td> <td colspan="3"></td> </tr> </tbody> </table>						Level	Detail	Credits	Amount						1	\$	330.00				UG	G912	2	\$	660.00						3	\$	990.00			
Level	Detail	Credits	Amount																																					
		1	\$	330.00																																				
UG	G912	2	\$	660.00																																				
		3	\$	990.00																																				
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)		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/oit/students/index.html																																				
Comments		1	Stand-alone sections. <u>Do not</u> cross-list w/local AVSC sections (X01-X50) without written approval from Financial Manager.																																					

202540 - 202630: Academic Scheduling Rules

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 <u>not</u> 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 [location name] + [location address].
Comments		1 Program is financial aid eligible and <u>cannot</u> cross term dates. 2 State / Federal holidays are not counted as instruction days; students cannot be required to attend. 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 If offering with schedule type code "FFO", "FLS", "LS", or "LSO", refer to General Rules for additional coding requirements. 5 May require one general classroom PLUS one gymnasium to be scheduled for the same times for rotation.	

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 border="1" style="width: 100%;"> <thead> <tr> <th>Course</th> <th>Level</th> <th>Detail</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>CJ 1800</td> <td>UG</td> <td>C064</td> <td>\$ 2,100.00</td> </tr> <tr> <td>CJ 1810</td> <td></td> <td></td> <td>\$ 3,100.00</td> </tr> </tbody> </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

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]	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]	No	
Location Specific?	[SSASECT]	Yes	Building & Room: ANGCW TBA (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 Army National Guard - Camp Williams, 17800 S Camp Williams Rd, Bluffdale, UT (801) 878-5400.
Comments		1 Program is <u>not</u> Financial Aid eligible. Special Part of Term code dates <u>can</u> cross semesters, if needed. 2 State / Federal holidays are not counted as instruction days; students cannot be required to attend. 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 Grade mode = "S" (standard letter grade). 5 If offering with schedule type code "FFO", 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 border="1" style="width: 100%;"> <thead> <tr> <th>Level</th> <th>Detail</th> <th>Credits</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td rowspan="3" style="text-align: center;">UG</td> <td rowspan="3" style="text-align: center;">C925</td> <td style="text-align: center;">1</td> <td style="text-align: right;">\$ 20.00</td> </tr> <tr> <td style="text-align: center;">2</td> <td style="text-align: right;">\$ 40.00</td> </tr> <tr> <td style="text-align: center;">3</td> <td style="text-align: right;">\$ 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 (supported/off-budget, \$30/credit)
 Academic Department Schedulers

Subject	[SSASECT]	ESEC	ESFF		ESFO		ESMG	ESWF
Course	[SSASECT]	3060	1010	1370	1350	2310	4890R	All (excludes 1400)
		3210 - 3255	1210	1380	2030	2110A	4910R	
		4210 - 4240	1220	2410	2100	2110B	4920R	
			1340	2420	2110		4930R	
Section	[SSASECT]	415 - 425	(Day = begins 7:00am thru 4:59pm)			915 - 925	(Eve = begins 5:00pm or later)	
Rule Includes / Excludes		Excludes all 6000+ level courses.						
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]	INV	LEC	LEL	LAB	SUP (excludes Internship)		
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 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	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.					
		3	State / Federal holidays are not counted as instruction days; students cannot be required to attend.					
		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	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 border="1" style="width: 100%;"> <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">C917</td> <td>1</td> <td>\$ 30.00</td> </tr> <tr> <td>2</td> <td>\$ 60.00</td> </tr> <tr> <td>3</td> <td>\$ 90.00</td> </tr> </tbody> </table>					Level	Detail	Credits	Amount	UG	C917	1	\$ 30.00	2	\$ 60.00	3	\$ 90.00
Level	Detail	Credits	Amount																	
UG	C917	1	\$ 30.00																	
		2	\$ 60.00																	
		3	\$ 90.00																	
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

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		<p>1 Program is financial aid eligible and <u>cannot</u> cross term dates.</p> <p>2 State / Federal holidays are not counted as instruction days; students cannot be required to attend.</p> <p>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.</p> <p>4 If offering with schedule type code "FFO", "FLS", "LS", or "LSO", refer to General Rules for additional coding requirements.</p>	

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 border="1" style="width: 100%;"> <thead> <tr> <th>Level</th> <th>Detail</th> <th>Credits</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>UG</td> <td>C926</td> <td>--</td> <td>\$ 2,500.00</td> </tr> </tbody> </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												

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)
		101 - 199	Individualized				
Rule Includes / Excludes		Includes Face-to-Face, on-budget course sections.			Excludes off-budget course sections (covered by separate rule), and Internship		
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	Program is financial aid eligible and cannot cross term dates.				
		2	State / Federal holidays are not counted as instruction days; students cannot be required to attend.				
		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	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]		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 *(Rotating Schedule, Day)*
 Academic Department Schedulers

Subject	[SSASECT]	ESEC					
Course	[SSASECT]	3220 - 3225	3230 - 3235	3240 - 3245	3250 - 3255	4220 - 4230	4240
Section	[SSASECT]	001 - 199 <i>(Day = begins 7:00am thru 4:59pm)</i> 201 - 299 <i>(Day Lab = begins 7:00am thru 4:59pm)</i>			601 - 699 <i>(Eve = begins 5:00pm or later)</i> 801 - 899 <i>(Eve Lab = begins 5:00pm or later)</i>		
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 <i>(local hospital/clinic or fire station)</i> Building & Room: TG 116, TG 117 , Building & Room: TH 405				
Meeting pattern required?	[SSASECT]	No	<i>(due to rotating schedules)</i>				
Section Note Required?	[SSATEXT]	Yes	ADD	Students participate in rotation-based assignments (variable days, times, locations).			
			plus	This section will be held at [location name] + [location address]. When held at TG or TH locations.			
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	Program is financial aid eligible and cannot cross term dates.				
		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. Refer to Introduction, Part of Term Codes, for more information.				
		4	State / Federal holidays are not counted as instruction days; students cannot be required to attend.				
		5	Miscellaneous (aka "Special" or "Z__") Part of Term codes must be requested prior to submitting sections in CourseLeaf CLSS, and cannot be adjusted later.				
		6	If offering with schedule type code "FFO", "FLS", "LS", or "LSO", refer to General Rules for additional coding requirements.				
		7	Occasional classroom needs <u>must</u> be requested as 'Supplemental time' through the Academic Scheduling office.				

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	<i>(when scheduled at Thanksgiving Point locations only)</i>		
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 must be scheduled as a separate event ("credit class") in 25Live (MTWRF 0800-1650) to accommodate rotation schedules.				

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]	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	Program is financial aid eligible and cannot cross term dates.			
		2	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.			
		3	State / Federal holidays are not counted as instruction days; students cannot be required to attend.			
		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	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]	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 (online, resident students)
Academic Department Schedulers

Subject	[SSASECT]	Any
Course	[SSASECT]	Undergraduate courses only
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 Program is financial aid eligible and <u>cannot</u> cross term dates. 2 State / Federal holidays are not counted as instruction days; students cannot be required to attend. 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 Can be cross-listed w/Online <u>Non-resident</u> /Global sections (X51-X59) with written approval from Financial Manager.

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 https://www.uvu.edu/otl/students/index.html
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]	Any
Course	[SSASECT]	Undergraduate courses only Excludes: 6000-level
Section	[SSASECT]	X51 - X59
Rule Includes / Excludes		Includes online sections for <u>non-resident</u> /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 <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 Program is financial aid eligible and <u>cannot</u> cross term dates. 2 State / Federal holidays are not counted as instruction days; students cannot be required to attend. 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 Can be cross-listed w/Online <u>Resident</u> /Local sections (X01-X50) with written approval from Financial Manager.

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 border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">Level</th> <th style="width: 20%;">Detail</th> <th style="width: 10%;">Credits</th> <th style="width: 10%;">Amount</th> <th colspan="2"></th> </tr> </thead> <tbody> <tr> <td rowspan="3" style="text-align: center;">UG</td> <td rowspan="3" style="text-align: center;">C915</td> <td style="text-align: center;">1</td> <td style="text-align: center;">\$</td> <td style="text-align: right;">260.00</td> <td></td> </tr> <tr> <td style="text-align: center;">2</td> <td style="text-align: center;">\$</td> <td style="text-align: right;">520.00</td> <td></td> </tr> <tr> <td style="text-align: center;">3</td> <td style="text-align: center;">\$</td> <td style="text-align: right;">780.00</td> <td></td> </tr> </tbody> </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																						
		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	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/off/students/index.html																							
Comments																										

202540 - 202630: Academic Scheduling Rules

Academic Department Schedulers

Subject	[SSASECT]	ESAF		
Course	[SSASECT]	2100	2130	
Section	[SSASECT]	001 - 199	(Day = Begins 7:00am thru 4:59pm)	601 - 699 (Eve = Begins 5:00pm or later)
Rule Includes / Excludes		Includes applies to non-resident students 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]	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: UVU classroom or lab	
Meeting pattern required?	[SSASECT]	Yes		
Section Note Required?	[SSATEXT]	No		
Comments		1	Program is financial aid eligible and <u>cannot</u> cross term dates.	
		2	State / Federal holidays are not counted as instruction days; students cannot be required to attend.	
		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	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 border="1" style="margin-left: 20px;"> <thead> <tr> <th>Level</th> <th>Detail</th> <th>Credits</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td rowspan="3" style="text-align: center;">UG</td> <td rowspan="3" style="text-align: center;">C915</td> <td style="text-align: center;">1</td> <td style="text-align: right;">\$ 260.00</td> </tr> <tr> <td style="text-align: center;">2</td> <td style="text-align: right;">\$ 520.00</td> </tr> <tr> <td style="text-align: center;">3</td> <td style="text-align: right;">\$ 780.00</td> </tr> </tbody> </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	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

[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 course section is held at UVU's West Campus (west of I-15, 951 S Geneva Rd, Orem).		
Comments		1	Instructor must be present in the classroom.			
		2	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 Supplemental Instruction Time Request form located on the Academic Scheduling web site.			
		3	State / Federal holidays are not counted as instruction days; students cannot be required to attend.			
		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	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).			
		6	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]	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 (Clinical)

Academic Department Schedulers

Subject	[SSASECT]	PAS				
Course	[SSASECT]	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		<p>1 State / Federal holidays are not counted as instruction days; students cannot be required to attend.</p> <p>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.</p> <p>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. Refer to Introduction, Part of Term Codes, for more information.</p>				

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

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				

202540 - 202630: Academic Scheduling Rules

[S C] COLLEGE of SCIENCE MATH - 102
Math STEP (National Science Foundation)

Academic Department Schedulers

Subject	[SSASECT]	MAT	MATH			
Course	[SSASECT]	1010R	2000	2010	2020	
Section	[SSASECT]	001 - 199	<i>(Day = begins 7:00am thru 4:59pm)</i>		601 - 699	<i>(Eve = begins 5:00pm or later)</i>
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	LS	LSO X
Instructional Method	[SSASECT]	LEC	LEL	LAB		
Special Approval?	[SSASECT]	Yes	ADD	DE	(at registration, students will see: "Department Approval Required") <i>Applies to Math STEP only.</i>	
Visible to student view?	[SSASECT]	Yes				
Location Specific?	[SSASECT]	Yes	Building & Room: LA 122 (must be prescheduled in Phase 1--Initial Review in CourseLeaf CLSS)			
Meeting pattern required?	[SSASECT]	Yes				
Section Note Required?	[SSATEXT]	Yes	ADD	Must be accepted into Math STEP Program.		
Comments		1	NSF funded math-intensive multi-requisite program for Elementary Education majors. Grant funding covers some costs.			
		2	Must include "NSF" as sub-title to help identify sections for Advisors and department schedulers.			
		3	If offering with schedule type code "FFO", "FLS", "LS", or "LSO", refer to General Rules for additional coding requirements.			
		4	Index = G20271 – NSF 2044177 Summer Prog Elementary Teachers. Index = G20272 – NSF 2044177 Participant Support.			

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)		Yes	ADD	<input checked="" type="checkbox"/> Include	Major	ELED
Level		--				
Program		--				
TOPs Code Required?	[SSAOVRR]	No				
URL Required	[SSASYLB]	No				
Comments		1	NSF grant ends Feb 2025 , per Lindsey Gerber (2/5/2024). Can offer through Spring 2025.			

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	<i>(Day = begins 7:00am thru 4:59pm)</i>		915 - 925	<i>(Eve = begins 5:00pm or later)</i>
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	<u>Cannot</u> cross term dates.			
		2	State / Federal holidays are not counted as instruction days; students cannot be required to attend.			
		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	If offering with schedule type code "FFO", "FLS", "LS", or "LSO", refer to General Rules for additional coding requirements.			
		5	Once student registers, they submit a \$45 application/recording fee payment to the Cashier's office.			

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

GEAR UP

Gaining Early Awareness and Readiness for Undergraduate Programs

[SUMMER ONLY PROGRAMS]

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>graduated</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						
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	Requires annual <u>Program Coordinator</u> approval before scheduling.					
		2	Grant funded program. On UVU campus instruction for graduated HS students only.					
		3	Add subtitle "GearUp".					
		4	If offering with schedule type code "FFO", "FLS", "LS", "LSO" or "W", refer to General Rules for additional coding requirements.					
		5	State / Federal holidays are not counted as instruction days; students cannot be required to attend.					
		6	Miscellaneous (aka "Special" or "Z___") Part of Term codes must be requested prior to submitting sections in CourseLeaf CLSS, and cannot be adjusted later.					
		7	Course sections must be submitted by an authorized scheduler of the sponsoring academic department.					

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)				
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	Requires annual Budget Office written approval before scheduling.					
		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.					

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:		Business Leaders of Tomorrow		
			<i>(per Empowered Professionals Program Coordinator)</i>		Engineers and Technologists of Tomorrow		
					Hospitality Leaders of Tomorrow		
					Scholars of Tomorrow		
					Scientists of Tomorrow		
Comments for Schedulers		1	Requires annual Budget office written approval before scheduling, and coordination with Program Director.				
		2	State / Federal holidays are not counted as instruction days; students cannot be required to attend.				
		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	If offering with schedule type code "FFO", "FLS", "LS", "LSO" or "W", refer to General Rules for additional coding requirements.				
		5	Course sections must be submitted by an authorized scheduler of the sponsoring academic department.				

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 ²		
			REMOVE	Z __	Course-based fees (lab access/software/tool) approved by Course Fee Committee only ²		
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	Non-standard meeting patterns may be necessary.				
		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.				

202540 - 202630: Academic Scheduling Rules

[SUMMER ONLY PROGRAMS]

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>graduated</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	Innovation Academy - Excelerate			
Comments for Scheduler		1	Requires annual <u>Program Director</u> approval before scheduling.				
		2	If offering with schedule type code "FFO", "FLS", "LS", "LSO" or "W", refer to General Rules for additional coding requirements.				
		3	State / Federal holidays are not counted as instruction days; students cannot be required to attend.				
		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	Faculty paid from Provost funding. Scholarship pays for student tuition.				
		6	Course sections must be submitted by an authorized scheduler of the sponsoring academic department.				

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 As written in course curriculum, PLUS :					
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	Requires annual Budget Office written approval, plus coordination with Program Director (provides approved course list in Phase 1 - Initial Review for the following summer).				
		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] 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	Program is financial aid eligible and <u>cannot</u> cross term dates.		
		2	State / Federal holidays are not counted as instruction days; students cannot be required to attend.		
		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. Dates must include any requirements associated with the course <u>before</u> and/or <u>after</u> travel dates (all encompassing).		
		4	Must include country name and "IOP" as a subtitle (i.e., "Spain IOP"). Note this in the Comments field in CourseLeaf CLSS.		
		5	If offering with schedule type code "FFO", "FLS", 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 border="1"> <thead> <tr> <th>Level</th> <th>Detail</th> <th>Credits</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>UG (1000-4999)</td> <td rowspan="3">C914</td> <td>1</td> <td>\$ 200.00</td> </tr> <tr> <td>GR (5000+)</td> <td>2</td> <td>\$ 400.00</td> </tr> <tr> <td></td> <td>3</td> <td>\$ 600.00</td> </tr> </tbody> </table>		Level	Detail	Credits	Amount	UG (1000-4999)	C914	1	\$ 200.00	GR (5000+)	2	\$ 400.00		3	\$ 600.00
Level	Detail	Credits	Amount																
UG (1000-4999)	C914	1	\$ 200.00																
GR (5000+)		2	\$ 400.00																
		3	\$ 600.00																
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	[SSARRRES]	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	Typically hidden from student view. Includes "DE" code (department approval) for restricting enrollment to intended students.																
		3	Always copy Program Director when confirming request(s) are processed.																
		4	Fall and Spring sections <u>do NOT</u> follow this rule!																

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	Program is financial aid eligible and <u>cannot</u> cross term dates.		
		2	Identify as "School of the Arts Internships / OB" in the Comments field of section in CourseLeaf CLSS.		

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 border="1" style="width: 100%;"> <thead> <tr> <th>Term</th> <th>Level</th> <th>Detail</th> <th>Credits</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td rowspan="3" style="text-align: center;">Summer</td> <td rowspan="3" style="text-align: center;">UG</td> <td rowspan="3" style="text-align: center;">C927</td> <td style="text-align: center;">1</td> <td style="text-align: right;">\$ 130.00</td> </tr> <tr> <td style="text-align: center;">2</td> <td style="text-align: right;">\$ 260.00</td> </tr> <tr> <td style="text-align: center;">3</td> <td style="text-align: right;">\$ 390.00</td> </tr> </tbody> </table>		Term	Level	Detail	Credits	Amount	Summer	UG	C927	1	\$ 130.00	2	\$ 260.00	3	\$ 390.00
Term	Level	Detail	Credits	Amount															
Summer	UG	C927	1	\$ 130.00															
			2	\$ 260.00															
			3	\$ 390.00															
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																			

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		<ol style="list-style-type: none"> Requires annual Budget Office written approval before scheduling. Federally funded program (specific to on UVU campus instruction). If offering with schedule type code "FFO", "FLS", "LS", "LSO" or "W", refer to General Rules for additional coding requirements. State / Federal holidays are not counted as instruction days; students cannot be required to attend. Miscellaneous (aka "Special" or "Z__") Part of Term codes must be requested prior to submitting sections in CourseLeaf CLSS, and cannot be adjusted later. Course sections must be submitted by an authorized scheduler of the sponsoring academic department. 	
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 ⁴ REMOVE Z____ Course-based fees (lab access/software/tool) approved by Course Fee Committee only ⁴
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		<ol style="list-style-type: none"> Add subtitle "UB" <u>after</u> the course title. Always copy Program Director when confirming request(s) are processed. All fee types are removed from concurrent enrollment sections because the students are not using UVU facilities, per state law. Non-standard meeting patterns may be necessary. Upward Bound is NOT part of "UVU Prep" (a non-credit program coordinated by Event Services office). 	