

**WEST VIRGINIA  
SECRETARY OF STATE  
JOE MANCHIN, III  
ADMINISTRATIVE LAW DIVISION**

Form #2

Do Not Mark In This Box

**FILED**

2002 MAR 19 P 3:59

OFFICE WEST VIRGINIA  
SECRETARY OF STATE

**NOTICE OF A COMMENT PERIOD ON A PROPOSED RULE**

AGENCY: Higher Education Policy Commission TITLE NUMBER: 133

RULE TYPE: Procedural CITE AUTHORITY: §18B-1B-4

AMENDMENT TO AN EXISTING RULE: YES  NO

IF YES, SERIES NUMBER OF RULE BEING AMENDED: \_\_\_\_\_

TITLE OF RULE BEING AMENDED: \_\_\_\_\_


IF NO, SERIES NUMBER OF RULE BEING PROPOSED: Series 18

TITLE OF RULE BEING PROPOSED: Assignment of Academic Credit and Financing Noncredit Instruction

IN LIEU OF A PUBLIC HEARING, A COMMENT PERIOD HAS BEEN ESTABLISHED DURING WHICH ANY INTERESTED PERSON MAY SEND COMMENTS CONCERNING THESE PROPOSED RULES. THIS COMMENT PERIOD WILL END ON April 19, 2002 AT 10:00 AM ONLY WRITTEN COMMENTS WILL BE ACCEPTED AND ARE TO BE MAILED TO THE FOLLOWING ADDRESS:

Office of the Chancellor  
Higher Education Policy Commission  
1018 Kanawha Blvd. East  
Charleston, WV 25301

THE ISSUES TO BE HEARD SHALL BE LIMITED TO THIS PROPOSED RULE.

  
Authorized Signature

ATTACH A **BRIEF** SUMMARY OF YOUR PROPOSAL

**SCANNED**



WEST VIRGINIA  
H I G H E R  
E D U C A T I O N  
P O L I C Y  
C O M M I S S I O N

John R. Hoblitzell  
Chairman

J. Michael Mullen  
Chancellor

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2002 MAR 19 P 3:58

OFFICE WEST VIRGINIA  
SECRETARY OF STATE

March 19, 2002

The Honorable Joe Manchin  
Secretary of State  
State Capitol  
Charleston, WV 25305

Dear Secretary Manchin:


On behalf of the Higher Education Policy Commission, I am filing notices of adoption of the following proposed rules that were approved on March 15, 2002, by the Higher Education Policy Commission:

Title 133, Series 13: Change in Organization of Colleges or Schools  
Title 133, Series 14: Holidays

Also enclosed are notices of a public comment period on the following proposed rules that were approved on March 15, 2002, by the Higher Education Policy Commission:

Title 133, Series 15: Acceptance of Advanced Placement Credit  
Title 133, Series 16: College Level Examination Program  
Title 133, Series 17: Transferability of Credits and Grades at the Undergraduate Level  
Title 133, Series 18: Assignment of Academic Credit and Financing Noncredit Instruction

Sincerely,

  
J. Michael Mullen  
Chancellor

/jd

**SUMMARY**

**TITLE 133  
PROCEDURAL RULE  
WEST VIRGINIA HIGHER EDUCATION POLICY COMMISSION  
SERIES 18  
ASSIGNMENT OF ACADEMIC CREDIT AND FINANCING NONCREDIT INSTRUCTION**

This rule governs assignment of academic credit and financing noncredit instruction. With certain exceptions, it generally provides that all courses and classes offered for academic credit must be acceptable toward a degree or certificate program(s) as approved by the institutional governing board, and if required, also approved by the Higher Education Policy Commission and/or the institutionally-adopted general education program(s) as set forth in the college catalog(s).

TITLE 133

FILED

PROCEDURAL RULE

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WEST VIRGINIA HIGHER EDUCATION POLICY COMMISSION

OFFICE WEST VIRGINIA  
SECRETARY OF STATE

SERIES 18

**TITLE: ASSIGNMENT OF ACADEMIC CREDIT AND FINANCING NONCREDIT INSTRUCTION**

**SECTION 1. GENERAL**

- 1.1 Scope - This rule governs assignment of academic credit and financing noncredit instruction.
- 1.2 Authority - West Virginia Code § 18B-1B-4
- 1.3 Filing Date -
- 1.4 Effective Date -
- 1.5 Repeals and replaces Title 128, Series 50, and Title 131, Series 50 dated September 11, 1979.

**SECTION 2. POLICY**

- 2.1 All courses and classes offered for academic credit must be acceptable toward a degree or certificate program(s) as approved by the institutional governing board, and if required, also approved by the Higher Education Policy Commission and/or the institutionally-adopted general education program(s) as set forth in the college catalog(s). Courses and classes offered by an institution in a partnership arrangement with another West Virginia public state college or university must also count for academic credit toward a degree or certificate program(s) at the receiving institution.
- 2.2 Two exceptions may be made to this general policy:
  - 2.2.1 Those courses offered for remedial purposes in the basic academic skills areas (foundation programs);
  - 2.2.2 Certain specialized courses designed to meet the continuing education needs of public and private school personnel.
- 2.3 Courses and classes not qualifying for academic credit may be assigned C.E.U. value, in accordance with standards established by the appropriate institutional governing board.
- 2.4 Except as may be specifically allocated or approved by the board, no state appropriated funds may be utilized for the direct and identifiable costs of noncredit courses and classes. It is expected that course and class fees and/or contract or gift funds will cover all identifiable direct cost of noncredit courses and classes.

□  
APPENDIX B

FISCAL NOTE FOR PROPOSED RULES

Rule Title: 133-18: Assignment of Academic Credit and Financing Noncredit Instruction

Type of Rule:  Legislative  Interpretive  Procedural

Agency: Higher Education Policy Commission

Address: 1018 Kanawha Boulevard East  
Charleston, WV 25301

1. Effect of Proposed rule:

	ANNUAL FISCAL YEAR				
	INCREASE	DECREASE	CURRENT	NEXT	THEREAFTER
<b>ESTIMATED TOTAL COST</b>	-0-	-0-	-0-	-0-	-0-
<b>PERSONAL SERVICES</b>					
<b>CURRENT EXPENSE</b>					
<b>REPAIRS &amp; ALTERATIONS</b>					
<b>EQUIPMENT</b>					
<b>OTHER</b>					

2. Explanation of Above Estimates:

There is no cost to implementation of this rule. It is procedural.

3. Objectives of These Rules:

To set guidelines for institutions in awarding college credit and in financing non-credit activities.

Rule Title: 133-18: Assignment of Academic Credit and Financing Noncredit Instruction

4. Explanation of Overall Economic Impact of Proposed Rule:

A. Economic Impact on State Government:

None.

B. Economic Impact on Political Subdivisions; Specific Industries; Specific Groups of Citizens:

None

C. Economic Impact on Citizens/Public at Large.

None

Date: March 19, 2002

Signature of Agency Head or Authorized Representative:

*J. Michael Muller*