REQUEST FOR APPROVAL TO CREATE ZERO-CREDIT COURSES WITH "EAP" PREFIX Education Abroad Office of International Affairs Susan Carvalho, Associate Provost for International Programs / Anthony C. Ogden, Director, Education Abroad October 13, 2010

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

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

RECIPROCAL EXCHANGE PROGRAMS

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

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

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

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

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

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

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

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