



# APPLIED BACCALAUREATE MATRICULATED STUDENTS/NON-MATRICULATED STUDENTS

## Matriculated Students

All applied baccalaureate programs include lower division coursework to be completed in the junior and senior years, consistent with the typical 60/40 ratio of lower division to upper division work in baccalaureate programs offered at traditional baccalaureate institutions.

For matriculated student coding and reporting purposes:

- A. All enrolled credits shall apply to the total FTE count for the applied baccalaureate program regardless of the course level.
- B. Students are coded with the "I" Program Intent Code to allow for appropriate counting of these credits.

## Non-Matriculated Students

Non-matriculated students the college will consider for enrollment in 300/400 level courses include:

- A. Community members employed in the occupation who could benefit from the course as education or skills up-grade.
- B. Students with deferred admission status.
- C. Students seeking future admission interested in trying an upper division course(s) before applying to the program.
- D. Students in related lower division programs who use the 300 or 400 level courses as electives or substitutes for required courses in their applied associate degree.

Students who enroll with non-matriculated status must:

- A. Enroll on a space available basis.
- B. Pay the full per credit tuition rate at the baccalaureate tuition level.
- C. Be counted toward the applied baccalaureate program aggregate FTE total for 300 and 400 level courses.

## College Responsibilities

- A. Each college must develop a space available enrollment policy for upper division courses.
- B. Limit the number of non-matriculated students in each course to one third of the total FTEs.

- C. Non-matriculated students will be identified by the Fee Pay Status code assigned to the upper division course, not the “I” Program Intent Code.
- D. Only colleges accredited at the applied baccalaureate level, or who have informal candidacy at the applied baccalaureate level, can offer 300 and 400 level courses.
- E. College course offerings at the 300 and 400 level are limited to those required for the accredited degree.