

## COURSE LEVELING

Section 1007.24(2), F.S., requires “*The Commissioner of Education shall appoint faculty committees representing faculties of participating institutions to recommend a single level for each course...included on the statewide course numbering system.*”

In 1996, faculty committees convened to review courses equated across upper and lower levels, and make recommendations for the proper level of the course content. One of the goals of this policy was to ensure that institutions were teaching content at the proper level (to ensure universities did not reserve too much content for the upper level, and that community colleges did not attempt to infringe upon true upper-level content). This statute has created some seemingly unintended consequences.

For many courses, the faculty committees determined that certain course content should be at a certain level. However, in the years following, many institutions simply requested new numbers for that content—the reason being they required this introductory content to meet upper division hours requirements or for transfer students. This resumed the practice of content at both levels, but removed the automatic transferability for these courses.

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| MAS 2103 LINEAR ALGEBRA     | BRE, BRO, DBCC, FCCJ, FGCU, FLAC, GCCC, HCC, IRCC, MCC, MDC, OWCC, SPC, VCC                        |
| MAS 3105 LINEAR ALGEBRA     | FIU, FSU, MDC, SPC, UCF, UNF, USF, UWF, UF   |
| AMH 2070 HISTORY OF FLORIDA | BRO, CFCC, ECC, FCCJ, GCCC, HCC, NFCC, LCCC, MDC, OWCC, PCC, PHCC, SFCC, SJRC, SOFL, SPC, TCC, VCC |
| AMH 3420 FLORIDA HISTORY    | FAMU, FAU, UNF, UWF  |

Many instances remain (over 1,200) in which upper-level courses are equated to lower-level courses. Many faculty committees have determined this equating is appropriate. In addition, section 1007.24(2)(b), F.S., allows “*A course that is offered as part of an associate in science degree program and as an upper-division course for a baccalaureate degree shall be designated for both the lower and upper division.*” Many of these courses are equated across upper and lower levels. SCNS faculty committees have reviewed many of these courses and decided they should be automatically transferable between the A.S. program and baccalaureate program.

In determining a resolution for leveling issues in the discipline, consider three issues:

1. Should the content at that course number be reserved for the upper or lower level only? If reserved for upper level, community colleges would not be able to teach that course; if lower level, universities could not use that content for upper-division hour requirements.
2. If the courses are equated, will the university accept the lower-level course in lieu of their upper-level course (the student would simply have to take another upper-level course to meet upper division hours requirements).
3. If the answer is “No” to (1) and (2), the courses may not be equated.

**FLORIDA DEPARTMENT OF EDUCATION  
OFFICE OF ARTICULATION  
STATEWIDE COURSE NUMBERING SYSTEM**

**Guidelines for Determining Course Equivalency**

1. Each Faculty Discipline Committee should develop Subject Matter Area and Prefix definitions.
2. Each Faculty Discipline Committee should develop course equivalency profiles that provide narrative or technical information covering course content or objectives.
3. Equivalency is established when:
  - a. the course meets the prefix definition;
  - b. the course satisfies the spirit of the prerequisites and co-requisites;  
and
  - c. the new course request covers 80% of the existing course equivalency profile.
4. Course credits do not vary more than one credit from the median. (This guideline should be established by each faculty discipline committee).
5. Consideration should be given to the sequencing of courses.

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