28 Special Learning Opportunities

28.1 Education abroad

28.1.1 Definitions of education abroad experiences

There are four kinds of education abroad experiences:

1. Exchanges—exchanges include WSU’s bilateral partnerships with international universities and the International Student Exchange Program (ISEP), a consortium of U.S. and international universities. Exchange students pay tuition at their home institutions but enroll in a full-time course of study at the host institution. WSU students on exchange programs thus pay tuition to WSU.

2. WSU faculty-led—WSU faculty-led programs are organized and operated by a WSU academic department or unit working in conjunction with International Programs-Global Learning. These programs are led by one or more WSU faculty or staff member(s). Students participating in faculty-led programs typically enroll in WSU classes and pay tuition and program costs to WSU.

3. Program provider—students select a program from one of WSU’s affiliated education abroad program providers. The student completes a WSU application through IP-Global Learning and a provider application. All program expenses are paid to the program provider. Non-affiliated program—students select a program independently. The student completes a WSU application through IP-Global Learning and all other applications required by the host institution. IP-Global Learning ensures that the university is accredited and can issue a legitimate transcript. All program expenses are paid to the host institution.

Non-credit bearing international experiences are documented through the international travel registry maintained by international programs: https://ip.WSU.edu/study-abroad/international-travel-registry/.

28.1.2 Student policies

Education abroad experiences for WSU students are coordinated through the Office of Global Learning in International Programs.

All students studying abroad for credit must pay an administrative fee and complete a WSU IP-Global Learning application. All students are enrolled in and billed for international health and travel insurance, unless they provide evidence of comparable insurance coverage for international health and safety incidents.

28.1.3 Study abroad and credit

International credit evaluation. IP-Global Learning evaluates all study abroad academic credit, with the exception of WSU credit earned on a faculty-led program. Upon receipt of a student’s study abroad transcript from the host institution or U.S. institution of record, IP-Global Learning conducts a thorough course and credit equivalency evaluation that may correspond to WSU’s grading and credit conventions. IP-Global Learning submits an education abroad credit (EAC) report with this information to the Registrar’s Office who posts all course information to the student’s WSU transcript. EAC course numbers are organized as follows:

- 900-913 N on-UCORE lower-level course
- 914 HONORS 270
- 915-929 N on-UCORE upper-level course
- 930-959 L lower-level UCORE
- 960-987 U upper-level UCORE
- 988-999 HONORS course
- 996-999 G graduate level

Note that WSU does not factor grades for an international institution into the student’s WSU grade point average but does factor study abroad credit earned into the total number of credits earned. (Students do not receive credit for study abroad courses failed.)

Using study abroad courses to fulfill graduation requirements. If a student wishes to fulfill graduation requirements with study abroad courses, the student must receive written approval from the appropriate departmental representative on the WSU IP-Global Learning course approval form. Students should receive such approval prior to or during their study abroad program. Upon completion of the EAC report, IP-Global Learning will send the completed course pre-approval form along with the EAC report to each department so the department can write a degree audit report exception indicating that the study abroad course fulfills the graduation requirements for which approval was received.

28.1.4 Faculty considerations

Faculty-led programs. WSU courses offered by WSU faculty for academic credit outside the U.S. must be coordinated through IP-Global Learning. In concert with Global Learning staff, faculty develop a program abroad that is designed to achieve both curricular and co-curricular learning goals. IP-Global Learning also works with the faculty member to develop a viable program budget. The partnership with ensures that risk management and liability considerations are addressed; that students attend a pre-departure orientation and download a global learning pre-departure orientation handbook; and that students are enrolled in international health insurance. Faculty contemplating a program abroad should contact IP-Global Learning 18 months to two years in advance of the anticipated departure.
New study abroad courses. Each department may submit requests for new and/or temporary course numbers to be used for faculty-led education abroad programs through regular course approval procedures. Departments may request a course to reflect special subject matter taught abroad or may utilize a "special topics" course. Courses must adhere to Academic Regulation 27 on credit definition to assign the appropriate number of credits to a new course.

EPPM 1996; rev. 2017

Related policies:
BPPM 95.55, international travel registry
BPPM 10.43, faculty-led study abroad programs

28.2 National student exchange

The National Student Exchange program includes WSU’s bilateral partnerships with institutions in the United States, Guam, Puerto Rico, the United States Virgin Islands, and Canada. NSE students pay WSU tuition and mandatory fees, and enroll in a full-time course of study at the host institution for one or two semesters.

28.2.1 Applying to participate

Students must meet with the NSE coordinator(s) prior to participation in the program to ensure that eligibility, risk management, and liability considerations have been addressed. A pre-departure orientation is also required.

28.2.2 Using NSE courses to fulfill graduation requirements

If a student wishes to fulfill graduation requirements with NSE courses, the student must complete the WSU NSE course approval form, and must receive written approval from the appropriate departmental representative, typically an academic advisor. Students should receive such approval prior to NSE participation.

28.2.3 Course evaluation and transcripting

Students who complete an exchange via NSE will have their work posted to the WSU transcript as transfer credit. NSE work will have a notation on the transcript indicating national student exchange and the host institution name.

Note that WSU does not factor grades for an NSE institution into the student’s WSU grade point average but does factor NSE credit earned into the total number of credits earned.

Contact:

https://NSE.WSU.edu/

Transfer resource center in smith center for undergraduate education (cue) 403.
Email: NSE@WSU.edu
phone: 509-335-5699
national NSE website: NSE.org

Feb. 2018

28.3 Dual credit programs

28.3.1 Academic policies pertaining to dual credit programs at Washington state university

The provost's office will be responsible for setting system-wide administrative policies for dual-credit programs. These include Running Start, College in the High School, and iTech prep.
28.4 Running Start

28.4.1 Definition
Running start is a statewide partnership between public higher education institutions and local public high schools. The program allows high school juniors and seniors to attend the college tuition-free and have the courses count for both high school and college credit. College credits are subsidized by the high school. Running start was initiated by the legislature as a component of the 1990 parent and student learning by choice law.

28.4.2 Scope
Campuses offering running start programs are limited to Pullman and tri-cities.

28.4.3 Administration
To assure conformity with academic policies and maximum integration with academic units, running start programs will be administered by academic affairs units within the campuses.

28.4.4 Admission requirements for running start
1. Students with a 3.50 or higher cumulative, unweighted high school GPA (on a 4.0 scale) may be admitted without test scores or other documentation of performance besides the high school transcript. Test scores may be submitted if desired.
2. Students with a 3.30 to 3.49 cumulative, unweighted high school GPA may be admitted with additional information about ability to succeed in college-level courses. Examples of additional information include:
   a. High performance [3.5+ GPA] in courses of the intended college subject;
   b. Test scores on national standardized tests such as PSAT, ACT, SAT;
   c. Previous college course grades;
   d. Evidence of progress on CADRs;
   e. Written teacher recommendations using criteria such as the above.
3. Students whose cumulative unweighted high school GPA is below 3.3 (on a 4.0 scale) at the time of application are not eligible for consideration.
4. Home schooled students will be reviewed by a faculty dual-credit admissions committee on an individual basis based on standardized test scores, previous dual credit courses, and evidence of progress toward the college academic distribution requirements (CADRs).
5. Admitted students will be immediately entered into the WSU student information system with relevant data for tracking purposes: high school GPA, grade level, test scores, placement data, and other relevant and customary information. Supporting materials (e.g., official high school transcripts, letters of recommendation) must be entered into the imaging system.
6. Based on capacity or on agreement with local high schools, a specific WSU campus may impose higher standards than those outlined above.

28.4.5 Registration and withdrawal
1. New running start students will be registered on a space-available basis once degree-seeking students have been registered.
2. Continuing running start students will be registered according to their credit standing.
3. To assure a collegiate and transformational student experience for all students, courses will be managed by balancing degree-seeking and running start students within sections.
4. Prior to registration, students will meet all placement and prerequisite requirements.
5. Only academic affairs staff and faculty in the departments may waive prerequisites. University prerequisites in math and writing may only be waived by a vice chancellor for academic affairs or his or her designee, or a vice provost.

28.4.6 Fees
Running start student costs

- Students are responsible for academic and other costs to the extent permitted by law.

28.4.7 Subsidies
* Campuses may, at their discretion, subsidize the cost of course materials for free/reduced lunch-eligible students through funds established in accordance with university policies (e.g., book loan programs).

**28.4.8 Requirements for continued enrollment in running start program (satisfactory academic progress).**

1. Students must maintain a 2.0 cumulative GPA to be in good academic standing.
2. If a student has a cumulative GPA of 2.0-2.5, he or she will receive intensive advising regarding course selection, time management and study skills, satisfactory academic progress, financial aid and other student success topics.
3. If a student falls below a 2.0 cumulative GPA, he or she will be suspended from the program for a semester. A student who wishes to rejoin the program must reapply.

**28.4.9 Advising**

Advising of running start students will be conducted by units within academic affairs and involve close collaboration with high school advisors.

1. Students and parents shall be advised prior to enrollment about college-level expectations.
2. Students and parents shall be advised prior to enrollment about financial aid and satisfactory academic progress.
3. Students and parents shall be advised of the nature and permanence of college transcripts for running start courses, and of the transferability of coursework.

**28.4.10 Faculty**

1. Since most running start students will be minors, faculty who teach courses with running start students must undergo background checks.
2. One-on-one meetings with running start students must be conducted with open doors.
3. Faculty who teach courses typically taken by running start students should avail themselves of professional development opportunities regarding demographic trends, non-traditional students, college transition and similar topics. Campuses should offer opportunities for faculty to engage in this type of professional development.

Office of the Provost, March 2017

Related policies:

RCW 28a.600.300 – 385 Running Start legislation