

## **6Hx19-3.03 NON-CREDIT COURSES**

The purpose of this Board Rule is to establish Board policy regarding non-credit courses to be available at the College.

Pasco-Hernando State College will provide non-credit courses as needed to serve the educational needs and interests of the community. Non-credit courses are designed to meet specific needs and may vary in content, length, and time scheduled. Records of such courses shall be maintained by the College's Office of Admissions and Student Records. Fees assessed for these courses and activities are in accordance with the fee structure established by the Board.

Non-credit courses may be listed in any one of the following categories:

### **1. CONTINUING WORKFORCE EDUCATION (C.W.E.)**

The College shall provide continuing education instruction tailored to individual needs and designed to improve job performance. Such instruction shall be classified in the Florida College System Management Information System (CCTCMIS) as continuing workforce education, a non-credit classification.

### **2. LIFELONG LEARNING**

The College shall provide instructional activities to address community, social, and economic issues related to health and human relations, government, parenting, consumer economics, and senior citizens. Such instructional activities shall be classified in the CCTCMIS as lifelong learning, a non-credit classification.

### **3. WORKSHOPS**

Workshops, to include seminars and conferences, may be conducted as part of the College's non-credit program.

### **4. RECREATION AND LEISURE**

Workshops, to include recreation and leisure, such as summer instructional camps, may be conducted as part of the College's non-credit program.

Guidelines contained in Florida Administrative Code, 6A-14.030, *Instruction and Awards in Community Colleges*, will be used to classify the College's non-credit courses.

6Hx19-3.03  
Non-Credit Courses

Rule Adopted: 10/12/72; 12/16/74; 8/25/75; 11/19/79; 5/19/80; 9/15/80; 7/16/84;  
10/21/85; 1/25/88; 9/20/94; 11/18/97; 11/19/01; 11/18/08; 6/16/15

Effective Date: 10/12/72; 12/16/74; 10/7/75; 11/19/79; 5/19/80; 9/15/80; 7/16/84;  
8/1/85; 1/25/88; 9/20/94; 11/18/97; 11/19/01; 11/18/08; 6/16/15

Legal Authority:

General Authority: Florida Statutes: 1001.64; 1001.65; 1004.65

Other References: Florida Administrative Code: 6A-14.030;

Law Implemented: Florida Statutes: 1001.64(1)(2)(4)(6)(43);  
1001.65(1)(9)(16)(25); 1004.65((6)

Proposer: Timothy L. Beard, President