

# SKAP120: ONLINE COURSE POLICY OF SUNY KOREA

**Issued by:**

Academic Team

**Established:**

June 03, 2016

## I. PREAMBLE

1. The Ministry of Education of the Korean government encourages SUNY Korea to offer traditional face-to-face courses, and discourages the offering of excessive online courses. As a result, SUNY Korea Academic Affairs manages the offering of online courses to meet the mandate. The online courses for students at SUNY Korea can be broken into two categories, as follows.
  - A. Category I — These are the online courses which are organized and offered by SUNY Korea, such as BIO 201. Students can register and take these courses as part of their regular course load at SUNY Korea, and do not pay additional tuition if they are already full-time students.
  - B. Category II — All other online courses which are not offered by SUNY Korea are considered additional courses outside of the regular SUNY Korea offering. Students who take such online courses are responsible for the relevant tuition and expenses

## II. POLICY AND PETITION FOR APPROVAL

1. There is no limit of credits for SUNY Korea students to take online courses in Category I, offered by SUNY Korea.
2. There is a limit of nine (9) total credits for SUNY Korea students to take online courses in Category II throughout the college years of degree programs. Credits beyond this limit will not be recognized as credential for degree, unless a petition was approved prior to taking such courses.
3. SUNY Korea students must receive the approval of the Dean of Academic and Student Affairs at SUNY Korea before taking any online course in Category II, regardless of where such online courses are offered (e.g., at SBU or other institutions with English instruction). Students who take online courses must petition for approval (use the Google form for petition). When students submit their petitions, they must report a list, with credit hours, of all online courses they have taken. Petition, when the cumulative online credits exceed nine, typically will not be approved unless students cannot graduate without taking such online courses or are in an emergent situation related to their progress to degrees.
4. Petition to the Dean of Academic and Student Affairs at SUNY Korea with approval is also required when students take online courses with an overload.

- A. Overload is defined as taking more than 19 credits in a regular semester, or more than 9 credits in summer or 4 credits winter sessions. See [link](#) for the definition at SBU.

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**Revised:**

June 2017: Add petition requirement via Google form for every online course in Category II; and correct the definition of "overload"

April 2017: Revise to include the credit limits for online courses not offered by SUNY Korea

June 2016: initiation of the policy of online courses delineating tuition responsibility

December 15, 2017: Format changed