

SKAP121: ONLINE COURSE POLICY OF SUNY KOREA FIT

Issued by: Academic Affairs

Established: August 7, 2018

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 numbers of online courses. As a result, SUNY Korea Academic Affairs manages the offering of online courses to meet the mandate. The online courses for students in SUNY Korea FIT programs can be broken into two categories, as follows.
 - A. Category I — These are the online courses which are organized and offered by SUNY Korea FIT. 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 offered by approved institutions outside of SUNY Korea FIT, as well as FIT NYC Summer/Winter sessions, are considered additional courses outside of the regular SUNY Korea FIT offerings. 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 to the number of credits for SUNY Korea students to take online courses in Category I, offered by SUNY Korea FIT.
2. There is a limit of six (6) total credits for SUNY Korea FIT students to take online courses in Category II throughout the student's matriculation in the degree program. Credits beyond this limit will not be recognized as applicable to the degree, unless a petition from the student was approved, prior to taking such courses.
3. SUNY Korea FIT students must submit the '[SUNY Korea Online Course Application](#)' before taking any online course in Category II, regardless of where such online courses are offered (e.g., at FIT NYC or other institutions with English instruction). The Application Form will include a list of the proposed

courses, including credit hours, of all online courses they will take. Once they receive an approval notice, they are able to enroll in the course.

4. Students may petition to take more than 6 credits of online courses only in situations where they cannot graduate on time without taking such courses or are facing an emergency that could impact their progress toward their degree. The petition must be submitted to both the Dean of Academic Affairs and the Department Chair at SUNY Korea, and must be approved by both parties.

Direct Questions To:

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Revised:

April 27, 2020 Online credit limit has been changed from 9 credits to 6 credits. Effective from Fall 2020 semester.

March 28, 2023: 1) Change the responsible department title to Academic Affairs
2) Change the title of 'Dean of Academic Affairs' from 'Dean of Academic and Student Affairs'
3) Changed the petition to Online course application form as the Department Coordinator will collect the application via Google Survey Form