

# R506, Guidance on Categorizing Budget Related and Self Supporting Courses<sup>1</sup>

**R506-1 Purpose:** To provide a policy for categorizing courses as budget-related or self-supporting for state funding purposes and for cost studies.

## R506-2 References

- 2.1 [Utah Code § 53B-1-101.5](#), Definitions
- 2.2 [Utah Code § 53B-2a-106](#), Technical Colleges – Duties
- 2.3 [Utah Code Title 53B, Chapter 2a, Part 2](#), Technical Education at Degree-granting Institutions
- 2.4 [Utah Code § 53B-7-101](#), Combined Requests for Appropriations – Appropriation Formulas
- 2.5 [Board Policy R501](#), Budgeting Definitions and Guidelines
- 2.6 [Board Policy R315](#), Service Area Designations and Coordination of Off-Campus Courses and Programs

**R506-3 Policy:** The Office of the Commissioner of Higher Education (“OCHE”) will develop guidance for institutions of higher education for categorizing budget-related and self-supporting courses (“Guidance”). The Guidance shall detail the data institutions shall provide to OCHE for such courses, how to define the data elements, and how to properly format the data.

**3.1 Supervised Instruction:** For a course to be included in the USHE Course Inventory, the course must include instruction, and the institution must supervise the instruction.

**3.2 Separate Designation for Credit and Not for Credit Courses:** Whenever a specific course offering can be taken either for credit or not for credit, the different registration categories must be provided by separate section numbers scheduled at the same time and location.

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<sup>1</sup> *Approved September 12, 1997, revised August 7, 1998, amended April 20, 2001, March 14, 2002, March 10, 2006, October 26, 2006, September 26, 2014, and XXX.*

