

# Abbreviations and Codes

## Course Numbering

The first digit of the numerical course code reflects the level of the course.

### Undergraduate

|                |      |
|----------------|------|
| Freshman ..... | 1000 |
| Sophomore..... | 2000 |
| Junior .....   | 3000 |
| Senior.....    | 4000 |

### Graduate

|                |           |
|----------------|-----------|
| Master's ..... | 5000–6000 |
| Doctoral ..... | 7000–8000 |

The second digit indicates the number of credit hours awarded for the course (1, 2, 3, or 4 credit hours).

The third and fourth digits are specific to the individual course. For instance, many courses with 00 or 01 for the third and fourth digits are foundations, principles, or survey courses.

When the letters HR follow the four digit course number, the course is being offered to students in the Honors Program.

## Section Codes

A period following the four digits of the numerical course code introduces the section code. Each time a course is offered, it is given a section number specific to that class, differentiating it from the same course being offered in other time slots and locations.

Usually the section code is two numerical digits, but hybrid courses use an H plus a number; online courses use an N plus a number. Section code examples include 01, 02, H1, H2, N1, N2.

When the letters IEP follow the section code, the course is being offered to students in the Intensive English program.

Some section codes contain an off-campus site code, indicating that the course is restricted to members of an educational cohort meeting at the site.

Examples of site codes included in the section code include:

A course that is offered off campus and has a section code such as 01, 02, H1, H2, etc., is open to all qualifying students.

Multiple sections of a course are listed in this order in the course listings pages.

- Daytime sections
- Evening sections
- Weekend sections
- Sections with TBA time slots

Courses in this publication with the SITE designation of ‘Campus’ are offered on the DBU main campus on Mountain Creek Parkway.

The student’s printed registration receipt will show MC, meaning main campus.

# Abbreviations for Restrictions, Prerequisites, Requirements

*These are used in the 'Notes' column of the course listings.*

|                     |  |
|---------------------|--|
| AD.....             | Approval of dean                           |
| ADC/ADH .....       | Approval of department chair/division head |
| ASA.....            | Approval of Student Affairs                |
| Adm.....            | Admission                                  |
| AI .....            | Approval of instructor                     |
| AIC.....            | Approval of intern coordinator             |
| AIM.....            | Academics in Motion students only          |
| AP .....            | Advanced Placement (high school)           |
| APC/APD.....        | Approval/program coordinator/director      |
| AUD .....           | Audition required                          |
| CE .....            | Concurrent enrollment                      |
| CLEP.....           | College-level examination program          |
| DC.....             | Dual credit (high school)                  |
| eMAT .....          | Math Advising Tool required                |
| F-B .....           | Field-Based class                          |
| FT .....            | Field trips required                       |
| Graduating.....     | Graduating students only                   |
| GS .....            | General Studies                            |
| IEP.....            | Intensive English Program students only    |
| International ..... | International students only                |
| Junior.....         | Junior standing (60–89 credit hours)       |
| MBM.....            | Music Business majors only                 |
| MM .....            | Music majors only                          |
| MTP .....           | Music Theory Placement exam req.           |
| N-MM.....           | Non-music majors only                      |
| OBV .....           | Observation required                       |
| O-CM .....          | Off-campus meetings required               |
| O-CW .....          | Off-campus work required                   |
| PPE.....            | Piano Placement Exam required              |
| PProf .....         | Piano Proficiency completed                |
| PT .....            | Pathways to Teaching students only         |
| Rec .....           | Recommended prior course                   |
| Req .....           | Requirement for the course                 |
| S-L.....            | Service-Learning component req.            |
| Senior .....        | Senior standing (90+ credit hours)         |
| TBD.....            | To be determined                           |
| TCP .....           | Teacher Certification Program              |
| TRD.....            | Traditional students only                  |

**Textbook information for course sections is available  
on the DBU online course schedule  
which can be found at  
[www.dbu.edu/academics/schedule](http://www.dbu.edu/academics/schedule)**