Minimum Class Size Policy

St. Ambrose University is committed to ensuring that curricular programs and offerings are delivered in a timely and sequential manner giving students the confidence that they will complete their degrees/program requirements in a timely manner. To ensure efficient use of institutional resources, the University has established the following policy on minimum class size. The department chairs and program directors are encouraged to consider this policy also in determining optimal course rotations and equitable distribution of enrollments among faculty.

The purpose of this policy is to define enrollments below which classes will be canceled.

The University has established the following minimum class enrollment limits:

<table>
<thead>
<tr>
<th>Course Level</th>
<th>Minimum Enrollment Limit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Undergraduate 100-200 level courses</td>
<td>10 students</td>
</tr>
<tr>
<td>Undergraduate 300-400 level courses</td>
<td>5 students</td>
</tr>
<tr>
<td>Graduate courses</td>
<td>5 students</td>
</tr>
</tbody>
</table>

The following are considered exceptions to the minimum enrollment requirement:

1. Independent study
2. Clinical/field experiences and residency classes
3. Student teaching supervision
4. Practicum/internship experiences
5. Private lessons/ensembles
6. Supervision of terminal projects/research, including in Capstone courses or Senior Seminars (e.g., thesis or dissertation)

Cross listed courses will be considered according to the combined number of students enrolled.

The department chair/director with approval of the College Dean may offer courses below the minimum class size requirements in cases such as:

1. The course is required for graduation and cancellation would impede the student’s normal progress toward graduation.
2. The course is required in a program and the class must be offered in a specific sequence or timing in order for students to maintain the proper sequencing of courses.