

**MONTANA BOARD OF REGENTS OF HIGHER EDUCATION**  
**Policy and Procedures Manual**

SUBJECT: ACADEMIC AFFAIRS

Policy 301.5.2 – Outdated coursework

**Effective: March 17, 2005; Issued: April 15, 2005**

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**Board policy:**

A. In evaluating coursework from postsecondary institutions, the campuses within the Montana university system (MUS) will:

1. guarantee that any postsecondary coursework taken within five (5) years of being admitted or readmitted to the campus will be included in the transfer analysis of specific required classes in a major, minor, option or certificate.
2. guarantee that any postsecondary coursework taken within fifteen (15) years of being admitted or readmitted to the campus will be included in the transfer analysis of general education coursework.
3. guarantee that any postsecondary coursework taken within fifteen (15) years of being admitted or readmitted to the campus will be included in the transfer analysis of elective coursework.

B. Coursework that falls outside these guarantee periods may be included in the evaluation, at the discretion of the individual campuses. Since it is a discretionary decision, it cannot be challenged by students.

C. Individual programs in the MUS may request a stricter standard for outdated coursework.

1. Such requests must be approved by the Montana board of regents.
2. If a program is duplicated throughout the MUS, all of those duplicated programs must agree to the stricter standard as part of the documentation submitted to the board of regents for approval. For instance, if one computer degree program on a campus requests a stricter standard, all computer degree programs of a similar nature must request the same standard.

D. The provisions of this policy will also govern the evaluation of “outdated” classes that have been completed at the institution doing the evaluation.

History:

Approval of Outdated Coursework, approved March 17, 2005, Item 126-103-R0305.