

## College of Health & Human Services Summer/Winter Compensation

The following guidelines for course enrollments have been developed to ensure that we cover instructional and overhead costs, as well as generating revenue, during these sessions. Therefore, the following CHHS guidelines for low enrolled classes, cancellations, and internships/practicums are addressed in accordance with Academic Affairs' Summer Sessions and Winter Sessions Compensation Policy. These guidelines will be effective on 01/01/2026 and subject to change in future academic years.

1. CAPACITY: Course enrollment caps are to be set at similar levels to those used in Fall and Spring semesters.
  - a. Undergraduate courses must have a total enrollment of 25 students prior to opening a second section of the same course (could be combined sections with zoom/FTF).
  - b. Graduate courses must have a total enrollment of 20 students prior to opening a second section (could be combined sections with zoom/FTF).
2. CANCELLATION and Enrollment: Decisions to cancel or prorate low enrolled courses will be based on the current WKU Academic Affairs Policy 1.2124 IIA.
  - a. Courses with fewer than ten enrolled students may be offered only with dean approval. To support students and faculty with timely decisions, course cancellations must occur no later than five business days before the first day of class, and instructors removed from the course at that time. *No cancellations due to low enrollment will be made after that time in order to give students and faculty time to make alternative plans.*
3. COMPENSATION (see table below):
  - a. The rates listed below apply to both full-time and part-time faculty. Courses assigned an alternative rate structure are excluded from the rate structure below.
  - b. First-day enrollment will be recorded as part of the Faculty Load and Compensation (FLAC) process, administered by the Office of the Provost.
  - c. Unless oversight of internship(s) and/or practicum(s) is part of their regular appointment as department chair/director, academic program coordinator, etc., if a faculty member provides active instructional oversight, pay follows the same prorated model. Documentation of instructional engagement is required.
4. COURSE OFFERINGS: Any course that is offered in Spring and/or Fall Semesters that has not reached the college fall/spring minimum enrollments should not be offered in the Summer Semester.
5. EXCEPTIONS: Extenuating circumstances may warrant exception(s) and will be granted with approval by the Department Head/Chair/Director and Dean.

### Summer/Winter Sessions Per Credit Hour

<b>Enrollment</b>	<b>Undergraduate Lower Division (100-200)</b>	<b>Undergraduate Upper Division (300-400)</b>	<b>Graduate Master's Level (400G - 500)</b>	<b>Graduate Doctorate Level (600 - 800)</b>
30>	\$ 1,900.00	\$ 1,900.00	\$ 1,900.00	\$ 1,900.00
25-29	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00
20-24	\$ 1,700.00	\$ 1,700.00	\$ 1,700.00	\$ 1,700.00
14-19	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00
13	\$ 1,485.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00
12	\$ 1,370.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00
11	\$ 1,255.00	\$ 1,465.00	\$ 1,600.00	\$ 1,600.00
10	\$ 1,140.00	\$ 1,330.00	\$ 1,600.00	\$ 1,600.00
9	\$ 1,025.00	\$ 1,195.00	\$ 1,440.00	\$ 1,600.00
8	\$ 910.00	\$ 1,060.00	\$ 1,280.00	\$ 1,600.00
7	\$ 795.00	\$ 925.00	\$ 1,120.00	\$ 1,400.00
6	\$ 680.00	\$ 790.00	\$ 960.00	\$ 1,200.00
5	\$ 565.00	\$ 655.00	\$ 800.00	\$ 1,000.00
4	\$ 450.00	\$ 520.00	\$ 640.00	\$ 800.00
3	\$ 335.00	\$ 385.00	\$ 480.00	\$ 600.00
2	\$ 220.00	\$ 250.00	\$ 320.00	\$ 400.00
1	\$ 115.00	\$ 115.00	\$ 160.00	\$ 200.00