Course Scheduling: How to Read Course Codes

When you are searching for courses, it is important to confirm the following:

- That the course is for either Day School, CCPS, or Graduate students
- That the course is offered on the campus as applicable to the student
- That the course is either seated (in the classroom), blended (partially online, partially seated) or online (via Moodle)

To confirm these details, be sure to check the course code. Take the following Accounting and MBA course as examples:

<table>
<thead>
<tr>
<th>ACCT 0209 D MAIN SE 01</th>
<th>ACCT 0209 D MAIN OL X</th>
<th>ACCT 0209 E CABO SE 02</th>
<th>MBA 0655 G MAIN SE 01</th>
</tr>
</thead>
<tbody>
<tr>
<td>The “D” in this course code confirms that the course is for Day School students.</td>
<td>The “D” in this course code confirms that the course is for Day School students.</td>
<td>The “E” in this course code indicates that the course is for Evening School students.</td>
<td>The “G” in this course code confirms that the course is for Graduate students.</td>
</tr>
<tr>
<td>The “MAIN” in this course code confirms that the course is being taught at the main campus in Springfield.</td>
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<td>The “CABO” in this course code indicates that the course is being taught on the campus in Cabool.</td>
<td>The “MAIN” in this course code confirms that the course is being taught at the main campus in Springfield.</td>
</tr>
<tr>
<td>The “SE” in this course code indicates that the course is seated (in the classroom).</td>
<td>The “OL” in this course code indicates that the course is taught online (through Moodle).</td>
<td>The “SE” in this course code indicates that the course is seated (in the classroom).</td>
<td>The “SE” in this course code indicates that the course is seated (in the classroom).</td>
</tr>
</tbody>
</table>

To help ensure you get to the course codes that are right for you, be aware of a few key menus on the Course Search screen:

- Under “Term”, be sure that you have selected the correct academic year, such as “Acad Year 2017-2018 Fall Term” for the 2017 Fall Semester.
- Under “Course Code”, be sure that you have selected “Contains” as a search option when looking for a course number (209 in the example above).
- Day School student may search by “Day School CORE Requirement”, in order to narrow search results.
- Under “Campus”, be sure that you select the correct campus. All Day School student should select, “Drury Univ Main Campus.” Whereas CCPS and Graduate students should select the appropriate campus, Rolla, St. Roberts, etc., for their coursework.

…and finally, a reminder to use the “Search Again” link to go back to the Course Search, not the Back button on your browser.