

## Chapter EAB 1

## DEFINITIONS

EAB 1.02	Adjusted gross annual school revenues	EAB 1.33	Past fiscal year
EAB 1.03	Board	EAB 1.34	Person
EAB 1.06	Clock hour	EAB 1.36	Program
EAB 1.07	Combination program	EAB 1.38	Quarter credit
EAB 1.08	Contact hour	EAB 1.39	Resident program
EAB 1.10	Correspondence program	EAB 1.395	Revised program
EAB 1.11	Course	EAB 1.40	School
EAB 1.12	Course of instruction	EAB 1.42	Semester credit
EAB 1.16	Degree	EAB 1.44	Shop
EAB 1.17	Degree credit	EAB 1.45	Solicitor
EAB 1.18	Diploma	EAB 1.46	Sponsor
EAB 1.19	Enrollment agreement	EAB 1.47	Student
EAB 1.20	Enrollment application	EAB 1.48	Subject
EAB 1.21	Enrollment document	EAB 1.485	Substantially revised program
EAB 1.24	Gross annual school revenues	EAB 1.49	Teaching location
EAB 1.26	Inactive	EAB 1.50	Term
EAB 1.27	Laboratory	EAB 1.51	Total cost of the program
EAB 1.28	Lecture	EAB 1.52	Total cost of the term
EAB 1.29	Lesson	EAB 1.54	Vocational credit
EAB 1.30	Offer	EAB 1.55	Wisconsin student

Note: The following definitions are to be used in chs. EAB 1 to 10.

**EAB 1.02 Adjusted gross annual school revenues.** "Adjusted gross annual school revenues" means the amount remaining after subtracting from gross annual school revenues the amount of refunds actually made to Wisconsin students or their sponsors during the same fiscal year for which the school reported the gross annual school revenues.

History: Renum. from EAB 5.11 (1) (a), Register, March, 1993, No. 447, eff. 4-1-93.

**EAB 1.03 Board.** "Board" means the educational approval board.

History: Renum. from EAB 2.01 (1) and am. Register, June, 1990, No. 414, eff. 7-1-90.

**EAB 1.06 Clock hour.** "Clock hour" means a 60-minute period.

History: Cr. Register, June, 1990, No. 414, eff. 7-1-90.

**EAB 1.07 Combination program.** "Combination program" means a program which consists of both correspondence lessons and resident classes.

History: Renum. from EAB 5.01 (2) and am. Register, June, 1990, No. 414, eff. 7-1-90.

**EAB 1.08 Contact hour.** "Contact hour" means a minimum of 50 minutes of supervised or directed instruction in a 60-minute period.

History: Cr. Register, June, 1990, No. 414, eff. 7-1-90.

**EAB 1.10 Correspondence program.** "Correspondence program" means a program which consists solely of correspondence lessons.

History: Renum. from EAB 5.01 (3) and am. Register, June, 1990, No. 414, eff. 7-1-90.

**EAB 1.11 Course.** "Course" means an organized unit of subject matter:

- (1) In which a school offers instruction within a given period of time; or
- (2) Which covers a specified amount of related subject matter.

History: Renum. from EAB 2.01 (2) and am. Register, June, 1990, No. 414, eff. 7-1-90.

Register, March, 1993, No. 447

## EAB 1

**EAB 1.12 Course of instruction.** "Course of instruction" means a series of classroom or correspondence courses having a unified purpose which lead to a diploma or degree or to an occupational or vocational objective.

History: Renum. from EAB 2.01 (3), Register, June, 1990, No. 414, eff. 7-1-90.

**EAB 1.16 Degree.** "Degree" means an award given to a student who has satisfactorily completed an organized academic program at a post-secondary level. Degree includes associate, bachelor's, master's and doctoral degrees.

History: Cr. Register, June, 1990, No. 414, eff. 7-1-90.

**EAB 1.17 Degree credit.** "Degree credit" means a quarter or semester credit awarded for completion of a subject satisfying a portion of the requirements for the award of a degree by the school.

History: Cr. Register, June, 1990, No. 414, eff. 7-1-90.

**EAB 1.18 Diploma.** "Diploma" means a written and dated statement, made over the seal of the granting school and the signature of one or more school officers, certifying that a student has satisfactorily completed a program leading to an occupational, vocational, or educational objective.

History: Cr. Register, June, 1990, No. 414, eff. 7-1-90.

**EAB 1.19 Enrollment agreement.** "Enrollment agreement" means a document by which a student contracts to enroll in a subject or program.

History: Renum. from EAB 5.01 (7) and am. Register, June, 1990, No. 414, eff. 7-1-90.

**EAB 1.20 Enrollment application.** "Enrollment application" means a non-contractual document by which a student applies for admission to a subject or program.

History: Renum. from EAB 5.01 (8) and am. Register, June, 1990, No. 414, eff. 7-1-90.

**EAB 1.21 Enrollment document.** "Enrollment document" includes an enrollment agreement, an enrollment application, the notice of the 3-business-day cancellation privilege and any papers pertaining to admission to a school or to the financing of a subject or program.

History: Cr. Register, June, 1990, No. 414, eff. 7-1-90.

**EAB 1.24 Gross annual school revenues.** "Gross annual school revenues" means the total revenues recognized in the school's method of accounting during the past fiscal year from the sale of goods and services to Wisconsin students, unreduced by any costs of the sales. It includes all revenues from tuition and fees, and charges for books, supplies and equipment, whether the sources of those revenues were Wisconsin students or sponsors of Wisconsin students. It includes revenues from room and board charges to Wisconsin students required to use room and board facilities which the school provided. It also includes all revenues from contracts with third parties to provide school goods and services to Wisconsin students or groups of Wisconsin students, such as job training partnership act contracts, or contracts with employers to provide training to their employees.

History: Renum. from EAB 5.11 (1) (b), Register, March, 1993, No. 447, eff. 4-1-93.

**EAB 1.26 Inactive.** "Inactive" means the board-recognized status of a school which is not currently soliciting enrollments, advertising for students.

Register, March, 1993, No. 447

dents, or providing instruction, but which continues to provide non-instructional services to former students to whom the school is obligated.

History: Renum. from EAB 5.11 (1) (c), Register, March, 1993, No. 447, eff. 4-1-93.

**EAB 1.27 Laboratory.** "Laboratory" means a setting, usually with equipment, where under supervision a student acquires knowledge and understanding of the physical properties of materials or the principles underlying the operations of machines, appliances, and the like.

History: Cr. Register, June, 1990, No. 414, eff. 7-1-90.

**EAB 1.28 Lecture.** "Lecture" means a setting, usually in a classroom, where a teacher instructs a student in the theory, principles or history of an academic or vocational subject.

Note: Teachers have traditionally used audio-visual aids of all kinds as a part of their lecture. The board considers the use of films, slides, closed-circuit television, video tapes, audio tapes, and computer-assisted instruction acceptable as part of lecture as long as an instructor is present to answer student questions and provide assistance.

History: Cr. Register, June, 1990, No. 414, eff. 7-1-90.

**EAB 1.29 Lesson.** "Lesson" means a single unit in a correspondence subject or program, at the conclusion of which the school requires the student to complete an evaluative instrument such as a test or other written exercise.

History: Cr. Register, June, 1990, No. 414, eff. 7-1-90.

**EAB 1.30 Offer.** "Offer" includes, in addition to its usual meanings, to advertise or publicize.

History: Cr. Register, June, 1990, No. 414, eff. 7-1-90.

**EAB 1.33 Past fiscal year.** "Past fiscal year" means a 12-month period ending on a date no earlier than 15 months before the date of the submission of the financial information requested on the application.

History: Renum. from EAB 5.11 (1) (d) and am., Register, March, 1993, No. 447, eff. 4-1-93.

**EAB 1.34 Person.** "Person" means any individual, partnership, association, or corporation or any combination thereof.

History: Cr. Register, June, 1990, No. 414, eff. 7-1-90.

**EAB 1.36 Program.** "Program" means a course of instruction.

History: Cr. Register, June, 1990, No. 414, eff. 7-1-90.

**EAB 1.38 Quarter credit.** "Quarter credit" means a unit by which a school operating on a quarter calendar measures its programs.

History: Cr. Register, June, 1990, No. 414, eff. 7-1-90.

**EAB 1.39 Resident program.** "Resident program" means a program which a school offers at a teaching location.

History: Cr. Register, June, 1990, No. 414, eff. 7-1-90.

**EAB 1.395 Revised program.** "Revised program" means any approved program in which the school proposes to increase or decrease the hours or credits by less than 25% from the approved length of the program, change less than 25% of the approved content of the program, or change

Register, March, 1993, No. 447

## EAB 1

the content of the program as the result of changes to the occupational licensing requirements of an agency of this state.

History: Cr. Register, March, 1993, No. 447, eff. 4-1-93.

**EAB 1.40 School.** "School" means any person who maintains, advertises or conducts in Wisconsin any postsecondary subject or program for profit or a tuition charge and who is not excepted under s. 38.51 (9), Stats.

History: Renum. from EAB 2.01 (4) am. Register, June, 1990, No. 414, eff. 7-1-90.

**EAB 1.42 Semester credit.** "Semester credit" means a unit by which a school operating on a semester calendar measures its programs.

History: Cr. Register, June, 1990, No. 414, eff. 7-1-90.

**EAB 1.44 Shop.** "Shop" means a setting, usually with prescribed equipment and tools, in which a student develops under supervision the skill necessary for the construction, maintenance, operation, repair or use of machines, appliances, tools and materials.

History: Cr. Register, June, 1990, No. 414, eff. 7-1-90.

**EAB 1.45 Solicitor.** "Solicitor" means a natural person employed by or representing a school who, in places other than the actual business premises of the school, personally attempts to secure the enrollment of a student in the school. The intended result of a direct contact need not be the signing of enrollment documents.

History: Renum. from EAB 2.01 (5) and am. Register, June, 1990, No. 414, eff. 7-1-90.

**EAB 1.46 Sponsor.** "Sponsor" includes any person who makes a payment on behalf of a student or awards a loan, grant or scholarship to a student.

History: Renum. from EAB 2.11 (1) (e) and am. Register, June, 1990, No. 414, eff. 7-1-90.

**EAB 1.47 Student.** "Student" means a natural person who has pursued, is pursuing, or has stated an intent to pursue any subject or program which a school offers.

History: Renum. from EAB 2.11 (1) (f) and am. Register, June, 1990, No. 414, eff. 7-1-90.

**EAB 1.48 Subject.** "Subject" means a course.

History: Cr. Register, June, 1990, No. 414, eff. 7-1-90.

**EAB 1.485 Substantially revised program.** "Substantially revised program" means any approved program in which the school proposes to change the occupational or educational objective, increase or decrease the hours or credits by 25% or more from the approved length of the program, or change 25% or more of the approved content of the program.

History: Cr. Register, March, 1993, No. 447, eff. 4-1-93.

**EAB 1.49 Teaching location.** "Teaching location" means the area and facilities, including any office, classroom, meeting room, laboratory, shop or range, used or designated for instructional use by a school.

History: Renum. from EAB 2.01 (6) and am. Register, June, 1990, No. 414, eff. 7-1-90.  
Register, March, 1993, No. 447

**EAB 1.50 Term.** "Term" means a regularly established division of the school year which is no more than 19 weeks long.

History: Renum. from EAB 5.01 (10) and am. Register, June, 1990, No. 414, eff. 7-1-90.

**EAB 1.51 Total cost of the program.** "Total cost of the program" means the sum of all charges which the school makes for tuition, books, materials, and supplies plus any other charges which the school requires the student to pay as the result of enrollment in a specific program. The school shall include room and board charges in the total cost of the program only if the school requires the student to utilize room or board facilities which the school provides. Finance charges are not part of the total cost of the program.

History: Renum. from EAB 5.01 (11) and am. Register, June, 1990, No. 414, eff. 7-1-90.

**EAB 1.52 Total cost of the term.** "Total cost of the term" means the sum of all charges which the school requires the student to pay as the result of enrollment for a specific term. It does not include a one-time application fee not exceeding \$30 or a term registration fee not exceeding \$20. The school shall include room and board charges in the total cost of the term only if the school requires the student to utilize room or board facilities which the school provides. Finance charges are not part of the total cost of the term.

History: Renum. from EAB 5.01 (12) and am. Register, June, 1990, No. 414, eff. 7-1-90.

**EAB 1.54 Vocational credit.** "Vocational credit" means a quarter or semester credit awarded for completion of a subject:

(1) Which does not satisfy a portion of the requirements for the award of a degree in a program which the board has approved for the school, or

(2) Which is part of a program at a school which does not have approval from the board to offer a degree.

History: Cr. Register, June, 1990, No. 414, eff. 7-1-90.

**EAB 1.55 Wisconsin student.** "Wisconsin student" means:

(1) A student (regardless of stated permanent residence) at any Wisconsin location of a school.

(2) A student at a school location outside Wisconsin or enrolled in a correspondence program if the student:

(a) Listed Wisconsin as state of residence at the time of enrollment.

(b) Indicated since initial enrollment that Wisconsin is the student's state of residence.

History: Renum. from EAB 2.11 (1) (g) and am. Register, June, 1990, No. 414, eff. 7-1-90.