

## POLICIES AND PROCEDURES

Subject: Course Credits Reference: B-IV

Source: Vice-President, Instruction Eff. Date: September 24, 2018

Approval Auth: President Approved: \_\_\_\_\_

Remarks: Replaces previous policy dated September 20, 2007

Date: September 24, 2018

### CREDIT HOUR

In accord with federal regulations, a Credit Hour is an amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency that reasonably approximates semester credit hours.

### SEMESTER CREDIT HOUR

The semester credit hour is the unit of credit and is defined as the amount of credit given for one lecture hour per week for 16 weeks or its equivalent. A lecture class meeting three hours a week, therefore, counts as three semester credit hours.

Laboratory work may add a semester credit hour to a course. In general, three hours of carefully planned and supervised laboratory work are equivalent to one hour of lecture or recitation. Field experience also may add semester credit hours to the course value. In general, four to six hours of field experience are equivalent to one hour of lecture.