

## Credit Hour Policy

The Registrar shall implement credit hour requirements under a semester credit hour system of approximately 15 weeks each semester in the academic year, or its equivalent in summer sessions. This policy shall codify the University's requirement of course contact hours and demonstrate compliance with Federal and accrediting agency guidelines.

A credit hour represents the amount of work governed by intended *student learning outcomes* and verified by evidence of student achievement that approximates one hour (or 50-55 minutes) of on-ground and/or online classroom and/or direct faculty instruction, and a minimum of two hours of out-of-class student work for each equivalent 15-week term. Increased rigor in graduate programs may be indicated by increased hours outside of class, higher-level program outcomes, course materials, or assignments. In addition, student workload may vary based upon program expectations established by national, state, or regional agencies and accrediting bodies. The course syllabus should include a statement of these expectations and describe the nature of the out-of-class work.

*Student learning outcome* equivalencies are to be based on documented qualitative and quantitative expectations for the time required of students to complete the assigned learning activities. Engaged learning time may include laboratory work, internships, practica, studio work, online work, research, guided study, study abroad, and other academic work to achieve the identified student learning outcomes. Syllabi for these courses shall articulate expectations of student work that will demonstrate equivalency to warrant the credit awarded.

Periodic review of credit hours and student workload will occur during program/course approval processes and be monitored through curriculum and program reviews. The credit hour policy applies equally to courses of varying credits, duration, and modes of instruction.