



Title: Credit Hour Policy

Effective Date: June 18, 2016

Last Revision Date: August 11, 2022

Termination:

Department/Office: Academic Affairs

Credit Hour Policy

PURPOSE

The purpose of this policy is to establish institutional definitions and procedures for the assignment and calculation of credit hours to comply with SACSCOC policy, the federal definition, Carnegie unit recommendations, and the guidelines of applicable programmatic accrediting agencies.

SCOPE

This policy applies to all Nunez Community College degree-seeking students.

POLICY

Definitions:

Federal Definition of Credit hour (Federal Register (75 FR 66832 p. 66946):

1. Not less than one hour of classroom or direct faculty instruction and a minimum of two hours of out of class student work each week for approximately fifteen weeks for one semester or trimester hour of credit, or ten to twelve weeks for one quarter hour of credit, or the equivalent amount of work over a different amount of time; or
2. At least an equivalent amount of work as required in paragraph (1) of this definition for other academic activities as established by the institution including laboratory work, internships, practicum, studio work, and other academic work leading to the award of credit hours.

Credit Hour is the unit of measuring educational credit, usually based on the number of classroom hours per week throughout a term.



Policy

Nunez Community College defines a credit hour as a reasonable approximation of the student learning outcome equivalency of, at a minimum, a Carnegie Unit and employs sound and acceptable practices for determining the amount and level of credit awarded to courses, regardless of format or mode of delivery. The credit hour at Nunez Community College is based on the traditional Carnegie hour and a traditional 15-week semester.

Lecture Classes

One semester of credit consists of a minimum of 750 minutes of classroom instruction in a fifteen-week semester. Each lecture hour consists of one hour of lecture class time and two hours per week of preparation outside of the classroom on the part of the student. For courses that require laboratory or clinical components additional contact hours are required.

Laboratory Classes - Laboratory credit hours are defined as a 2:1 or 3:1 ratio (2 or 3 contact hours per week). Each laboratory credit presupposes a minimum of one-hour preparation on the part of the student.

Fieldwork, Internship, Research, or Practicum Fieldwork - Defined as one credit hour consists of 45 work hours per semester.

Clinical/Practicum - 3 contact hours = 1 credit hour. Students earn one credit hour for a minimum of 45 hours spent in a clinical/practicum setting per semester.

A credit hour is the unit of measurement used to indicate the amount of work represented in achieving intended learning outcomes and verified by evidence of student achievement that reasonably approximates not less than one hour of classroom or direct faculty instruction and a minimum of two hours out-of-class student work each week for approximately fifteen weeks for one semester or the equivalent amount of work over a different amount of time to achieve the intended learning outcomes. At least an equivalent amount of work as required and outlined above for other academic activities as established by the institution including laboratory, clinical/practicum, cooperative education, and other academic work leading to the award of credit hours. In the case of hybrid courses, the same holds true with a portion of the course being taught through traditional face-to-face delivery and the other portion being taught through an online format. Learning outcomes remain consistent regardless of the overall length of the semester (i.e., 16-week, 8-week, 6-week, 4-week, summer) At a minimum, these standards apply to all courses and programs regardless of the modality or location.



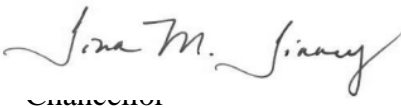
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Nunez Community College

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CHANCELLOR

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