

Credit Hour Assignment

Traditional semester-based face-to-face lecture courses

Academic period: two 15 week semesters (exams built into final week of classes).

Recommended instructional time: 50 minutes per credit per week. [Three 50-minute sessions, two 75-minute sessions, or one 150 minute (2½) hour session for a 3-credit course.]

Recommended out-of-class time requirements: twice the in-class instructional time. [100 minutes per credit per week; 300 minutes (5 hours) per week for a 3-credit course.]

Traditional semester-based online courses

Academic period: two 15 week semesters (exams built into final week of classes).

Recommended instructional time: 50 minutes per credit per week engaged in interaction with faculty and other students – e.g., viewing/reading relevant content information shared by faculty, posting responses to assignments/other students, participating in required “chats” with faculty/other students, etc. [150 minutes (2½ hours) per week for a 3-credit course.]

Recommended preparation time requirements: twice the instructional time – the time per week engaged in interaction with faculty and other students. [100 minutes per credit per week; 300 minutes (5 hours) per week for a 3-credit course.].

Traditional Summer School

Academic period: four week semesters.

Recommended instructional time: 187.5 minutes (3+ hours) per credit per week.

Recommended preparation time requirements: twice the in-class instructional time – the time per week engaged in interaction with faculty and other students. [375 minutes (6+ hours) per credit per week.]

Traditional Summer School online courses

Academic period: four to six week semester

Recommended instructional time: 125-187.5 minutes (2-3+ hours) per credit per week engaged in interaction with faculty and other students – e.g., viewing/reading relevant content information shared by faculty, posting responses to assignments/other students, participating in required “chats” with faculty/other students, etc.

Recommended preparation time requirements: twice the instructional time – the time per week engaged in interaction with faculty and other students. [250-375 minutes (4-6+) per credit per week.].

Cohort-based, time-shortened face-to-face lecture courses

Academic period: 5, 6, 7, and 8 week modules (courses). The number of credits dictates the number of weeks.

Recommended instructional time: 4 hours per week in-class, normally one week night/Saturday morning.

Recommended out-of-class time requirements: 20-25 hours per week.

Cohort-based, time-shortened online courses

Academic period: 5, 6, 7 and 8 week modules (courses). The number of credits dictates the number of weeks.

Recommended instructional time: 4 hours per week engaged in interaction with faculty and other students – e.g., viewing/reading relevant content information shared by faculty, posting responses to assignments/other students, participating in required “chats” with faculty/other students, etc.

Recommended preparation time requirements: 20-25 hours per week.

Policies for laboratory, studio, clinical, internship, independent study

Internships/Practicums/labs (3 to 1 ratio)

- 150 minutes per week =1 credits (2.5 hours per week)
- 300 minutes per week =2 credits (5 hours per week)
- 450 minutes per week =3 credits (7.5 hours per week)

Studio Art (2 to 1 ratio)

- 100 minutes per week =1 credit hour (30 hours per semester (25))
- 200 minutes per week =2 credit hours (60 hours per semester (50))
- 300 minutes per week =3 credit hours (90 hours per semester (75))

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- 30 contact hours=1 credit hour