

**HSC OP:** 60.05, **Definition and Calculation of Credit Hours**

**PURPOSE:** The purpose of this HSC Operating Policy and Procedure (HSC OP) is to provide a general definition of credit hour and practices for detedon ina 2icndtProvost

**POLICY/PROCEDURE:**

1. **Background**

TTUHSC has policies and procedures that conform to accepted practices for defining a credit hour and determining the amount and level of credit awarded for courses, regardless of format or mode of delivery.

2. **Definition of Credit Hour**

Academic credit provides the basis for measuring the amount of engaged learning time expected of a typical student enrolled in courses using a variety of instructional methods across diverse learning environments. These include traditional classrooms, laboratories, internships, practica, other experiential learning activities, as well as learning via distance education. TTUHSC bases its definition of credit hour on both the federal and state definitions, as indicated below.

a. In 34 CFR 600.2, the Department of Education defines a credit hour for federal programs. With limited exceptions, 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 which reasonably approximates not less than:

- (1) 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 acad

- (2) Courses taught using non-traditional methods of instruction may meet an alternate standard but only if the course has been reviewed and approved through a formal faculty review process that evaluates the course and its learning outcomes and determines that the course does, in fact, have equivalent learning outcomes to a comparable, traditionally delivered course.

3. **Determination of the Amount and Level of Credit**

Each TTUHSC school is responsible for establishing formal faculty review process to ensure that the amount and level of credit awarded for the school's undergraduate and graduate coursework are in accordance with each of the following: