UNIVERSITY OF WISCONSIN – SUPERIOR

Policy Subject: **Credit Hour Definition (numberAP1127)**
Cabinet Division: **Registrar's Office (Enrollment Management)**
Date Created: 5/17/11 (approved by Faculty Senate)

I. Background and Purpose

1.1 New federal regulations (34 CFR parts 600 and 668), with an effective date of July 1, 2011, require that institutions submit their definitions and related policies regarding credit hour to their accrediting agencies and receive an official, recorded certification from that agency that the definitions meet the new minimum definition of a credit hour: 34CFR 600.2

1.2 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 not less than

1.2.1 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, the equivalent amount of work over a different amount of time; or

1.2.2 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, practica, studio work, and other academic work leading to the award of credit hours.

II. Constraints

2.1 No constraints

III. Definitions

3.1 A class hour is defined as 50 minutes. The definitions below refer to number of class hours during a semester that is approximately fifteen weeks long or an equivalent amount of time for terms of longer or shorter duration.

IV. Policy Statements

4.1 One on-campus class credit is defined as: 1 class hour of classroom or direct faculty instruction per week and A minimum of 2 class hours of out-of-class student work each week.

4.2 One distance learning or hybrid class credit is defined as: an equivalent amount of instruction and student work leading to equivalent learning outcomes, as required for an on-campus class as defined above.

4.3 One laboratory credit is defined as: a minimum of 2 class hours of work each week in a laboratory under the supervision of a lab supervisor/instructor and an expectation of 1 class hour of additional out-of-class student work each week

4.4 One studio credit hour is defined as: a minimum of 2 class hours of studio work each week under the direct supervision of an instructor and a minimum of 2 class hours of individual studio work each week

4.5 One ensemble music credit is defined as: a minimum of 1 class hour of supervised rehearsal each week and a minimum of 2 class hours of individual student work each week

4.6 One internship or practicum credit is defined as: at least 45 hours of supervised work in a field placement each semester

4.7 One individualized study credit (e.g. thesis, independent and applied music) is defined as: a minimum of 3 class hours of direct instruction and/or individual work each week

V. Policy Procedures

5.1 The Registrar and Associate Dean of Academic Affairs will assist Departments in assigning and calculating times for classes.

5.2 Department Chairs and Program Associates will schedule classes in a way that conforms to the above definitions.

5.3 Any class that meets for more than 75 minutes consecutively will include a 10 minute break for each 75 minutes segment.

5.4 After classes are scheduled and before student registration begins, a People Soft Query will be run to verify that scheduled class meetings meet minimum time requirements.

5.5 If scheduled classes do not meet minimum requirements, the Associate Dean will work with Department Chairs to adjust the times to meet established standards.

VI. Compliance

6.1 Approved by: UAAC (4/26/11), Faculty Senate (5/17/11) and Chancellor Erlenbach(5/27/11)

6.2 No consequences.

6.3 Faculty, Department Chairs and Enrollment Management staff are aware of this policy change.

VII. Attachments

7.1 No attachments