



POLICY

Category

5-23 Credit Hour Definition

Approval

LC Approved: 8/24/12
Effective Date: 8/27/12
Revised:
Responsible Party: Academic Vice Presidents

The U.S. Department of Education, Higher Learning Commission, and the Kansas Board of Regents define credit hour and have specific regulations that the College must follow when developing, teaching, and assessing the educational aspects of the College. As such, the College shall utilize and adhere to the following:

1. 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 one hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work for approximately fifteen weeks for one semester hour of credit or an equivalent amount of work over a different amount of time.
2. The College shall record one semester hour of credit for any student attending a lecture class if the student has made satisfactory progress in the class and the class consists of at least 750 minutes of class instruction, plus time allowed for a final examination. The College shall record one semester hour of credit for any student attending a laboratory class if the student has made satisfactory progress in the class and the class consists of at least 1,125 minutes. The College shall record one semester hour of credit for any student who completes a minimum of 2,700 minutes in on-the-job training, internships, practicum, studio work, or clinical experiences in health occupations.
3. The number of semester hours of credit allowed for each distance education or blended hybrid courses shall be assigned by the College based on the amount of time needed to achieve the same course outcomes in a purely face-to-face format.
4. The Board policy shall be publicly available on the College website, catalog, and all course standards.