Area: Instruction

Policy Name: Credit Hour Definition

Policy Statement: The purpose of this policy is to provide a consistent measure of the quality of a student's academic engagement and to ensure accuracy of the assignment of credit hours to activities earning academic credit. Course delivery utilizes many different modalities. The awarding of academic credit for a course is based on the amount of time a student receives direct instruction and works beyond instruction time on the course content.

Procedures: The “credit hour” is the basic unit of measure used for determining college credit. The accepted definition of a credit hour is one (1) hour of instruction and two (2) hours of work outside of class per week for a full semester. Therefore, Salina Area Technical College, in accordance with federal government guidelines and Higher Learning Commission expectations, defines the credit hour as:

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:

**Lecture Class:**
For a lecture class, one credit is considered to be one hour of lecture class time and two hours per week of work outside of class. For the typical three credit hour class, a student spends three hours per week in class and should expect to complete at least six hours per week of work outside of class.

**Lecture/Lab Class:**
For a lecture/lab class, instruction will be given in two instructional environments: classroom lecture and a laboratory session. For example, in a two credit hour course, a student will spend one hour each week in lecture and two hours each week in a scheduled or independent laboratory session. For each credit hour of lecture, a student should also expect to spend an additional two hours per week outside of class.

**Distance Learning Class:**
Distance learning classes and hybrid classes, a combination of distance learning and classroom instruction, shall include an equivalent amount of instruction and student work load per credit hour as the comparable lecture class or lecture/lab class.
Contact: Vice President of Instruction

Related Form(s):

Adopted: October 27, 2014

Updated: July 25, 2016
May 24, 2016