

ADMINISTRATIVE PROCEDURE

Southwestern Oregon Community College

AP 5960

Credit Hour

Credit-bearing courses, regardless of delivery method, are scheduled and conducted in compliance with the definition of the credit hour as set forth in Section 600.2 and 600.24 of the Code of Federal Regulations and the NWCCU Policy on Credit Hour.

A credit hour is an amount of work represented in intended learning outcomes and verified by evidence of student achievement. A credit hour corresponds to one hour of classroom or direct faculty instruction, and a minimum of two hours of out-of-class student work each week for ten to twelve weeks for one quarter. At least an equivalent amount of work is required for other academic activities as established by the institution, including laboratory work, internships, practicum, studio work, and other academic work leading to the award of credit hours. This will be satisfied by following Oregon CCWD FTE Guidelines.

The College's Instructional Council reviews credit hour assignments as part of the process to revise and update all course outlines on a four year cycle. They will verify compliance with the credit hour policy as part of this process. The College assures the consistency and accuracy of credit hour assignments in all courses and programs and, through sampling, a variety of course credit assignments based on degree level, academic discipline, delivery modes, and types of academic activities.

This does not apply to Human Resources determination of work hour equivalency for employee benefit determination.

Adopted by SWOCC Administration

APP 7191 November 5, 2014

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