

MINNESOTA STATE COMMUNITY AND TECHNICAL COLLEGE

Policy Name: Definition of a Credit Hour

The purposes of this policy are to articulate Minnesota State Community and Technical College's practice regarding assignment of student credit hours, demonstrate compliance with commonly-accepted educational practices, and ensure that the College awards educational credits in a manner consistent with federal regulations and the expectations of the Higher Learning Commission.

Part 2. Definition of Student Credit Hour

A student 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. 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 the equivalent amount of work over a different amount of time; or
2. At least an equivalent amount of work as required in subparagraph (1) of this definition for other academic activities established by the College, including laboratory work, internships, practica, studio work, and other academic work leading to the award of student credit hours.

Part 3. Policy Statements

Subpart A. Distance Learning – Distance learning courses and hybrid courses that combine distance learning with classroom instruction shall include an equivalent amount of instruction and student work and lead to the same learning outcomes as the same course would if it were taught entirely in the classroom.

Subpart B. Alternative Course Length – Courses taught for terms of shorter or longer duration than fifteen weeks shall include an equivalent amount of instruction and student work and lead to the same learning outcomes as the same course would if they were taught over a traditional semester of approximately fifteen weeks.

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Policy Steward: Chief Academic Officer

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