A-049 CREDIT HOUR ASSIGNMENT

Code: A-049
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Approved: Ronald A. Wood
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Approved: Connie J. Gores

Southwest Minnesota State University Policy and Procedure Credit-Hour Assignment

Assignment of Credit Hours

Through its curriculum approval process, Southwest Minnesota State University assigns and awards credit hours that adhere to commonly accepted practices in higher education. SMSU recognizes Title IV federal financial aid and shall demonstrate and shall follow policies and procedures determining the credit hours awarded to courses and programs in keeping with definition of the credit hour. This curriculum approval process (SMSU Policy A-001) shall result in the appropriate awarding of institutional credit in conformity with the policies and procedures established by SMSU.

In accordance with *34CFR 600.2* ***Federal Credit Hour Definition:*** 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) 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, or the equivalent amount of work over a different amount of time; or (2) at least an equivalent amount of work as required in paragraph (1) of this definition for other activities as established by SMSU including, but not limited to, some laboratory work, clinical experiences, internships, practica, some studio work, and other academic work leading toward to the award of credit hours.

Courses delivered online and through distance learning must ensure similar student workload per credit hour to a course delivered face-to-face as outlined in the requirements above.

Process

All new courses will be submitted for consideration to the Curriculum Committee through the current agreed upon curriculum approval process Policy A-001 Curriculum Approva (http://catalog.smsu.edu/policies-procedures/curriculum-approval/)l and in compliance with the federal credit hour definition.

Note: While every effort is made to ensure accuracy, SMSU reserves the right to correct any clerical errors herein. Also, you can submit feedback.