

CREDIT HOUR POLICY

PURPOSE/SCOPE

This policy articulates a uniform College-wide practice on measurement and assignment of credit hours. The policy is based upon guidelines established by the Higher Learning Commission (HLC), the U.S. Department of Education and the Ohio Department of Higher Education (ODHE). The policy applies to all credit-bearing courses provided by Rhodes State College (RSC).

DEFINITIONS/EXTERNAL GUIDELINES

Higher Learning Commission: The Higher Learning Commission (HLC) is an independent corporation that was founded in 1895 as one of six regional institutional accreditors in the United States. HLC accredits degree-granting post-secondary educational institutions in the North Central region, which includes 19 states.

Ohio Department of Higher Education (formerly known as the Ohio Board of Regents [OBOR]): Cabinet-level agency for the Governor of the State of Ohio that oversees higher education for the state. The agency's main responsibilities include authorizing and approving new degree programs, managing state-funded financial aid programs and developing and advocating policies to maximize higher education's contributions to the State and its citizens.

POLICY STATEMENT

Rhodes State College will comply with Federal and State guidelines by assigning academic credit according to the requirements of the Higher Learning Commission and the Ohio Department of Higher Education.

Assignment of Credit Hours for Lecture Courses:

Regardless of delivery method, one semester credit hour will be awarded for a minimum of 750 minutes of formalized instruction that typically requires students to work at out-of-class assignments an average of two hours for every hour of formalized instruction. The instructor bears the primary responsibility for formalized instruction, which may be delivered in a variety of modes.

Assignment of Credit Hours for Laboratory Courses Components:

Each Rhodes State College course utilizes one of the following two formats:

1. The preferred configuration for a laboratory component of a course will maintain a two to one contact to credit ratio premised on the expectation of one additional hour of outside preparation by students.
2. If there is no expectation of (or opportunity for) outside preparation by students, a three to one contact to credit ratio is permissible.

Assignment of Credit Hours for All other Credit-bearing Course Configurations:

All other RSC credit configurations will be assigned as follows (adhering to ODHE Directive 2010-16):

- **Clinical Laboratory Experience:** Credit hours for the clinical laboratory experience will be awarded according to the same formula as laboratory hours.
- **Directed Practice:** One (1) credit hour shall be awarded for 4,500 minutes of directed practice instructional time for a semester.
- **Practicum:** One (1) credit hour shall be awarded for 6,300 minutes practicum instructional time for a semester. A maximum of nine semester credit hours may be earned in practicum, or any combination of practicum cooperative work experience, over the associate degree program.

- **Cooperative Work Experience:** One (1) credit hour shall be awarded for a total of 9,000 minutes cooperative work experience instructional time for a semester. A maximum of nine (9) semester credit hours may be earned in cooperative work experience, or any combination of cooperative work experience and practicum, over the course of the associate degree program.
- **Field Experience:** One (1) credit hour shall be awarded for a total of 10,800 minutes field experience instructional time for a semester. A maximum of nine (9) semester credit hours may be earned in field experience, or any combination of field experience, cooperative education experience, and practicum over the course of the associate degree program.
- **Observational Experience:** One (1) credit hour shall be awarded for a total of 13,500 minutes observation instructional time for a semester.
- **Seminar:** Credit is awarded for seminar hours according to the same formula as that for the lecture course above.

REFERENCES

The Higher Learning Commission (8/2016).

Policy Title: Assignment of Credits, Program Length, and Tuition, FDCR.A10.020

http://download.hlcommission.org/policy/HLCPolicyBook_POL.pdf

The Ohio Department of Higher Education(7/5/16).

Guidelines and Procedures for Academic Program Review.

https://www.ohiohighered.org/sites/ohiohighered.org/files/uploads/program-approval/Academic-Program-Review-Guidelines_070516.pdf

Directive 2010-016 - March 18, 2010

Definition of Semester Credit Hour and Length of Semester

Term <https://www.ohiohighered.org/sites/ohiohighered.org/files/Dir2010-016.pdf>