

University of Georgia Credit Hour Policy June 26, 2014

Purpose

This policy establishes guidelines and responsibilities for determining the credit hours awarded for all courses and programs, regardless of academic level or mode of delivery, at the University of Georgia. This policy should guide faculty in developing and approving courses that meet the Federal and University System of Georgia definitions of credit hours.

Federal definition of a credit hour

For purposes of the application of this policy and in accord with federal regulations, 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:

1. Not less than one hour of classroom or direct faculty instruction and a minimum of two hours 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 outlined in item 1 above for other academic activities as established by the institution including laboratory work, internships, practica, studio work, and other academic work leading to the award of credit hours.

University System of Georgia definition of a credit hour

A minimum of 750 minutes of instruction or equivalent is required for each semester credit hour.

University of Georgia Credit hour policy

University of Georgia courses should meet Federal and University System of Georgia requirements for awarding credit hours. This applies to all courses at all levels (graduate, professional, and undergraduate) that award academic credit recorded on an official transcript issued by the University regardless of the mode of delivery, including but not limited to online, lecture, seminar, and laboratory. This applies to all types of courses, including but not limited to Clinical, Cooperative Education, Directed Study, Internship, Laboratory, Online, Practicum, Seminar, Service Learning, Student Teaching, and Research.

Academic units are responsible for ensuring that credit hours are awarded for work that meets the requirements outlined in the Federal and University System of Georgia policies.

The expectation of contact time inside the classroom and student effort outside the classroom is the same in all delivery formats of a course whether it be fully online, a hybrid of face-to-face contact with some content delivered by electronic means, or one delivered face-to-face in lecture or seminar format. Courses that have less structured classroom schedules, such as research seminars, service-learning courses, independent and directed studies, study abroad, internships, practica, studio work, clinical experiences, or any other academic work leading to the award of credit hours, at a minimum, should state clearly learning objectives, expected outcomes, and workload expectations that meet the standards set forth in the Federal and University System of Georgia definitions of a credit hour.

Responsibility for the credit hour policy

Faculty and academic units are charged with following the credit hour policy in developing new courses or new modes of delivering existing courses. The Curriculum Committee of the University Council is charged with following the credit hour policy in its review and approval of all courses and for certifying that the expected student learning for the course meets the credit hour standard. The determination of credit hours is made when a new course or a revision to an existing course, including a new mode of delivery, is proposed.