

## **University of Indianapolis Credit Hour Policy**

### **Course Credit, Hour Definitions and Work Expectations**

- A unit of credit is one semester hour (or Carnegie unit) which in most courses represents one, 50-minute class period plus an estimated 2.0--2.5 hours of student-directed learning per week over the course of a 15-week semester, for a total of no less than 45 student learning hours per credit hour.
- Faculty expects a minimum of two hours work outside of class for every hour of allotted class time.
- Applied courses like internships and clinicals will have commensurate hours of faculty and field supervision.
- A reduction in classroom time or contact hours may be compensated for by additional student-directed learning hours. For example, applied courses like undergraduate research, student-run agencies, service-learning, and other highly experiential courses will have commensurate increases in student-directed learning hours. Conversely, an increase in classroom time or contact hours may be compensated for by a decrease in student-directed learning hours.

### **Face-to-Face Classroom Courses**

In a three credit hour, per-course weekly basis, students are expected to engage in the equivalent of three 50-minute class periods per week, plus 6-6.5 hours of student directed learning per week over the 15 weeks. Typically during a 15-week semester, a three credit hour course would meet for 37.5 hours of classroom contact time (three 50-minute periods a week for 15 weeks or two 75-minute periods a week), and typically entail 97.5 hours of student-directed learning (6-6.5 hours a week for 15 weeks) for a total of 135.0 student learning hours.

### **Summer Session**

During summer term, a three credit hour course typically meets for 42 hours of instruction during a 7 week session and entails 49-54 hours of student-directed learning (7-7.5 hours per week for 7 weeks) for a total of 91-94.5 student learning hours to achieve student learning objectives. Courses offered over 14 weeks will have commensurate student learning hours.

### **Independent Study**

In directed and independent studies, a three credit hour full semester course entails 10 to 15 hours of contact time between the instructor and student across a 15 week semester. Correspondingly, independent student learning activities should have 120-125 student-directed learning hours, which includes reading, writing and other activities that contribute to student learning as defined by the supervising instructor.

### **Online and Hybrid Online Courses**

In online and hybrid online classes, a 15 week, three credit hour course would entail approximately 45 hours of any combination of the following activities: face-to-face classroom time; watching instructor-defined content such as streaming video; reading lecture transcripts posted online, PowerPoint presentations, streaming audio, etc.; engaging in instructor defined interactive learning activities such as discussion boards,

chat or Web conferencing discussion groups. Additionally, students would be responsible for 90-97.5 hours of student-directed learning or 6-6.5 hours of student-directed learning per week to achieve the student learning objectives for the course. A reduction in online contact hours for online courses of less than 15 weeks may be compensated for by additional student-directed learning hours.

### **Accelerated Courses**

Accelerated courses are typically offered in a face-to-face 5 or 10 week format. In a 5 week format for a three credit hour course, there would be 20 hours of contact time (4 hours per week for 5 weeks) and students would be responsible for 8.75-9 hours of student-directed learning per week or a total of 63.75-65 student learning hours, which includes reading, writing and other activities, for students to achieve the student learning objectives.

### **Spring Term/Travel**

Spring Term is a 3-week session that includes three credit hour and travel courses taken for credit. Compressed courses have 60 hours of contact time (20 hours per week for 3 weeks) and students would be responsible for 10-12 hours of student-directed learning per week or a total of 90-96 student learning hours for students to achieve the student learning objectives for the course. Travel courses vary in contact hours from approximately 100-120 hours with additional student preparation and debriefing time.

(4/9/2015)