

## 2540 - Credit Hour Allocation

### Standards for Determining Credit Hours for Courses

Credit is the basic unit of collegiate level instruction that is assigned to a course or courses and programs. Credit may be awarded according to the following standards. When allocating credit hours to courses and programs, the College refers to the Federal Definition and that of the Kansas Board of Regents.

#### Time-based Standards

- Lecture courses must meet for a minimum of 750 minutes per credit hour, plus time allocated for a final exam.
- All courses regardless of delivery method meet the same student learning outcomes and have comparable student assessments as the equivalent standard course.
- Laboratory courses that feature students predominately involved in experimentation or application learning activities including those in career vocational technical programs, must meet for a minimum of 1,125 minutes per credit hour. Laboratory courses are ones in which students predominantly are involved in experimentation or application learning activities.
- Internship, practicum, field experience and clinical courses must meet a the minimum of 2,700 minutes per credit hour or meet the required standard associated with a program's third-party by any applicable respective professional accrediting or regulatory agency.

**Contacts(s):** Vice President of Instruction

**Related Form(s):** None

**References:** None

**Relevant Policy or Procedure(s):** 1502 – Instructional Program

**Approved by:** President

**Date:** 8/27/12

**Revision(s):** 2/22/16; 5/25/17 (minor revision)