

SUL ROSS STATE UNIVERSITY

A Member of the Texas State University System

SRSU Policy: Transfer and Award of Academic Credit

SRSU Policy ID: APM 4.15

Policy Reviewed by: Executive Cabinet

Approval Authority: VP for Enrollment Management

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SRSU adheres to the federal definition of a credit hour. A "credit hour" is an amount of work 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 required 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.

SRSU follows the standard credit hour and semester system as defined by its state governing board, the Texas Higher Education Coordinating Board, and codified in the Texas Administrative Code, rule §4.6. These requirements mandate that traditionally delivered three-semester-credit-hour courses should contain 15 weeks of instruction (45 contact hours) plus a week for final examinations so that such a course contains 45 to 48 contact hours depending on whether there is a final exam. Courses that meet in an alternative format, such as weekend format courses or summer courses, meet the same requirements for contact hours although over a shortened period of days. In no case may credit be awarded at a rate faster than one semester hour per week and each class must meet on at least three separate days for one semester hour credit.

Courses taught in non-traditional formats, such as web-based courses, must have the same course outcomes and expectations regarding student effort as the same course taught in a traditional format. It is expected that time spent in preparation and course mastery will be equal to that required for a traditional course. Teleconferencing courses meet the same requirements as traditional formats.

In addition to traditional in-class instruction, the following formats are used for instruction: laboratories, studio courses, web-based courses, shortened and weekend courses, individual studies, and internship courses. Each format to require the following hours of course activity per week:

- One-hour laboratory courses shall require three hours of in-laboratory and preparation time per week during the semester;
- Three-hour studio courses shall require nine hours of in-studio instruction per week during the semester;

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- Three-hour web-based courses shall require twelve hours of activity or study time per week during the semester;
- Three-hour shorted-format or weekend-format courses shall require the equivalent of nine hours of instruction and preparation per week during the semester;
- Three-hour individual studies courses shall require nine hours of instruction and preparation per week during the semester;
- Three-hour internship courses shall require nine hours of instruction and on-site experience per week during the semester;
- Four-hour courses shall require four hours of lecture contact hours per week during the semester; and
- Other alternative format courses shall require the equivalent of three hours of course activity per week of a traditional semester for each credit hour awarded for the course.