

**Criteria for Submission of
New and Revised Credit Courses to
the Course Review Subcommittee**

Academic Year 2019-2020

Credit Course Criteria

The number of state-fundable credits for a credit course should not exceed the number of credits that a student is charged for the course. Additionally, state fundable credit hours are separate and apart from the amount that faculty may be paid for teaching the course. The number of state-fundable credit hours that is assigned to each credit course on the inventory is based on the following criteria:

1. One credit hour for each hour per week for 15 weeks of lecture plus one credit for every two hours per week for 15 weeks of formally scheduled laboratory or studio/performance hours for art, music, dance, etc. (or the equivalent attained by scheduling more minutes of class activity per week for fewer weeks in the semester).

Fractions of credits may be awarded for developmental courses that grant institutional credit provided there is congruence between the fractional class time and the fractional amount of credit awarded.

Whole numbers will continue to be used for credit granted for the completion of general education and specialized courses in academic degree and certificate programs as per current policies and practices.

2. A minimum of 45 contact hours must be completed by a student during a semester or term to earn one (1) credit for practical experiences such as cooperative education, internships, field study, practicum, or clinical experiences.
3. Test prep and review courses are not eligible for state funding purposes.
4. 300-level courses are eligible for state funding purposes.