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TITLE: Credit Hours for Courses and Programs: Definitions and Guidelines
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Policy Statement

The definition of a credit hour at Baton Rouge Community College is in agreement with that of the federal government as stated in 34 CFR §600.2, restated below:

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 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.

Definitions and examples:

Lecture Credit hour: 1 hour of class room instruction per week for the duration of the semester equivalent to 15 hours per semester

Instructional hour: A 50 minute class will be considered as 1 hour of instruction

- BRCC awards one (1) credit to students for demonstrating satisfactory completion of one (1) 50 minute session of classroom instruction, a minimum of three (3) hours of work per week, for a semester of not less than 15 weeks.
- A lecture course for which students earns three (3) credit hours includes a minimum of 45 student-instructor contact hours during the 15 week semester, and students are expected to spend a minimum of six (6) hours weekly, or a total of ninety (90) hours for the semester, on activities outside the classroom to achieve the stated Learning Outcomes for the course.

Lab/Studio/Externship Credit hour: A minimum of 2 hours of instruction per week not to exceed 3 hours per week for the duration of the semester equivalent to 30 hours but not exceeding 45 hours per semester

- BRCC awards one (1) credit to students for demonstrating satisfactory completion of one (1) laboratory session that meets for two (2) to three (3) hours of laboratory work per week during a semester of not less than 15 weeks. For the former, the ratio of



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contact or clock hours to credit hours earned is defined as 30:1; for the latter, the ratio of contact or clock hours to credit hours is defined as 45:1.

- BRCC awards three (3) credits to students for demonstrating satisfactory completion of studio work for six (6) hours per week during a semester of not less than 15 weeks.

Internship/clinic/practicum credit hour: A minimum of 45 hours of on the job training that is recognized by the college as completing course competencies.

- BRCC awards a minimum of one (1) credit hour to students for demonstrating satisfactory completion of Learning Outcomes in a supervised setting for a minimum of 45 hours during a semester of not less than 15 weeks. The total number of hours is determined by the requirements set forth by each department and/or accrediting body.

Awarding Credit Hours for Programs

BRCC awards credit hours for programs in accordance with the State Board of Regents (BoR) Academic Affairs Policy 2.15, Definitions of Undergraduate Degrees and Undergraduate/Graduate Certificates. Following are the definitions for programs offered at BRCC (BoR AA 2.15).

- **Technical Competency Area (T.C.A.):** an applied course or a series of courses (1-16 hours) that provides a student with a specific technical competency and serves as a curricular construct.
- **Technical Diploma (T.D.):** an applied, technical program (45-60 hours), often formed by combining multiple C.T.S.s and/or T.C.A.s.
- **Certificate of Technical Studies (C.T.S.):** an applied, technical program (usually 16-33 hours) that provides a student with a broad technical competency.
- **Certificate of Applied Science (C.A.S.):** a more academically-oriented offering created by combining a C.T.S. with a limited general education component (at least 9 hours).
- **Certificate of General Studies (C.G.S.):** an academically-oriented 30-hour curriculum consists of eight general education courses (24 hours) and two elective courses.
- **Associate Degrees:** The standard number of credits required for the Associate Degree will be 60, though in some circumstances (*e.g.*, accreditation requirements) they may range from 60-72 hours.
 - **Associate of Applied Science (A.A.S.):** can be formed by combining a T.D. with 15 hours of required general education or can be a distinct curriculum unrelated to any preexisting program of technical studies.
 - **Associate of Arts (A.A.):** designed primarily to serve as preparatory education for transfer to a related baccalaureate program. All coursework must meet SACS/COC requirements.
 - **Associate of Science (A.S.):** **designed primarily to serve as preparatory education** for transfer to a related baccalaureate program.

Source of Policy: AA

Related Policy: LCTCS

Approved by: 

Chancellor Andrea Lewis Miller

Responsible Administrator: VCAA

LCTCS Policy Reference: None

LCTCS Guideline Reference: _____

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