



TECHNICAL COLLEGE
OF THE LOWCOUNTRY

PROCEDURE: Class Length
Number: 3.2.1.1

Responsibility: Academic Affairs
Last Updated: October 10, 2023
Related Policy: 3.2.1 Class Length

President

Purpose:

The purpose of this procedure is to ensure that courses meet the minimum course length required by the Federal Definition of a Credit Hour.

Procedure:

All courses offered for credit will adhere to the Federal Definition of a Credit Hour. For purposes of the application of this procedure and in accord with federal regulations, a credit hour is an amount of student work defined by an institution, as approved by the institution's accrediting agency or State approval agency, that is consistent with commonly accepted practice in postsecondary education and that adheres to the following:

1. Reasonably approximates not less than
 - a. One hour of classroom or direct faculty instruction and a minimum of two hours of 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 period of time; or
 - b. At least an equivalent amount of work as required in paragraph one of this definition for other academic activities as established by the institution, including laboratory work, internships, practical, studio work, and other academic work leading to the award of credit hours; and
2. Permits an institution, in determining the amount of work associated with a credit hour, to take into account a variety of delivery methods, measurements of student work, academic calendars, disciplines, and degree levels.

Courses offered as hybrid or completely online must have the same learning outcomes as in-person offerings.