

## **Law Center Policy Statement PS-45LC: Credit Hour**

### **Purpose**

To provide a definition of a credit hour for courses to satisfy degree requirements.

### **Applicable ABA Standard**

ABA Standard 310 provides with respect to the determination of hours for coursework:

- (a) A law school shall adopt, publish, and adhere to written policies and procedures for determining the credit hours that it awards for coursework.
- (b) A “credit hour” is an amount of work that reasonably approximates:
  - (1) not less than one hour of classroom or direct faculty instruction and two hours of out-of-class student work per week for fifteen weeks, or the equivalent amount of work over a different period of time; or
  - (2) at least an equivalent amount of work as required in subparagraph (1) of this definition for other academic activities as established by the institution, including simulation, field placement, clinical, co-curricular, and other academic work leading to the award of credit hours.

For purposes of ABA Standard 310, fifty minutes suffices for one hour of classroom or direct faculty instruction. An “hour” for out-of-class work is sixty minutes. The fifteen-week period may include one week for a final examination. (Interpretation 310-1)

### **General Policy Statement**

This statement is applicable to all academic offerings (courses, seminars, clinics, and externships) for which credit may be granted. No credit is given any academic offering unless the student has been duly registered in the academic offering.

A “credit hour” is an amount of work that reasonably approximates:

- (1) not less than one hour of classroom or direct faculty instruction and two hours of out-of-class student work per week for fifteen weeks, including examination time, or the equivalent amount of work over a different period of time; or
- (2) at least an equivalent amount of work as required in subparagraph (1) of this definition for other academic activities as established by the institution,

including simulation, field placement, clinical, co-curricular, and other academic work leading to the award of credit hours.

**Satisfaction of the Guidelines**

The Associate Dean for Academic Affairs is responsible for ensuring that individual offerings involve the requisite amount of classroom or direct faculty instruction to satisfy these guidelines. The Curriculum Committee, through the administration of its New Course Proposal Procedure and the approval of new academic offerings, is responsible for ensuring that individual offerings involve the requisite amount of out-of-class student work to satisfy these guidelines. For clinic and externship, work is accounted for using time sheets which are evaluated by instructors and placement supervisors. In addition, the Associate Dean for Academic Affairs shall conduct periodic review of syllabi to ensure that existing academic offerings continue to justify their designated hours of course credit.