

# Policy

Policy # 4.02

Effective Date: 3/26/14

<p><i>(Impact Area - Dept Name)</i></p> <p>Instruction</p>	<p><i>(General Subject Area)</i></p> <p>Curriculum</p>	<p><i>(Specific Subject Area)</i></p> <p>Credit Hours</p>
	<p><b>Author:</b> Credit Hour Task Force</p>	<p><b>Supersedes Policy #</b></p>
<p><b>Relates to Procedure #</b> 4.02</p>	<p><b>Impact:</b></p>	
<p><b>Legal Citation (if any):</b></p>		
<p>U.S. Department of Education Regulations: 34 CFR 600.2 and 600.24</p>		
<p><b><i>North Idaho College</i></b></p>		

Policy Narrative

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North Idaho College credit-bearing courses are scheduled and conducted in compliance with federal regulations defining the credit hour. Academic credit provides the basis for measuring the amount of engaged learning time expected of a typical student enrolled not only in traditional classroom settings but also laboratories, studios, internships, and other experiential learning, and online education. This policy does not apply to faculty workload definitions.

- 1) **Definition of a Credit Hour.** For purposes of the application of this policy at North Idaho College, a credit hour is an amount of work represented in intended learning outcomes and verified by evidence of student achievement. Evidence of student achievement is an institutionally established equivalency that reasonably approximates:
  - A. 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 sixteen weeks (fifteen weeks of instruction and one week of finals) for one semester; or
  - B. At least an equivalent amount of hours and work over a different amount of time; or

- C. At least an equivalent amount of work 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.

2) **Institutional Fulfillment of this Policy.** As required by 10 CFR Section 600.24 – Non-compliance, the Northwest Commission on Colleges and Universities (NWCCU) will evaluate the extent to which the college meets the federal definition by reviewing:

- A. The adoption of this policy on credit hour for all credit-bearing courses and programs at the college;
- B. The processes the college employs to periodically review the application of this policy across the institution to assure that credit hour assignments are accurate and reliable; and
- C. Any variations in the assignment of credit hours to assure that these variations conform to commonly accepted practices in higher education.