Credit Hour Policy

This policy documents Jacksonville University's compliance with regional and national accrediting guidelines. The University's policy aligns with both SACSCOC (Southern Association of Colleges and Schools Commission on Colleges) [Standard 10.7](#) and subsequent [policy](#), along with federal regulations defining credit hours as established in [Section 600.2,](#) which defines a credit hour as:

DEFINITION

In accordance with federal government guidelines, Jacksonville University defines one credit hour as the amount of student time investment that reasonably approximates one hour of classroom (or direct faculty instruction) and a minimum of two hours out-of-class student work for approximately fifteen weeks for one semester—or the equivalent amount of that work as established by JU, including laboratory work, internships, practica, studio work, and other academic work leading to the award of credit hours.

In accordance with commonly accepted practices in higher education, JU operates on a 50-minute hour for this definition. Fifty clock minutes per week per credit hour for approximately 15 weeks provides approximately 750 minutes of direct faculty instruction time per credit hour based on the Carnegie Unit. This basic measure may be adjusted proportionately to reflect modified academic calendars and formats of study.

Credit hours are granted for various types of instruction as follows:

1. Lecture, discussion, or seminar: one contact hour constitutes one credit hour (1:1)
2. Self-

with a traditional semester course. Courses taught in a non- traditional medium or with fewer than standard classroom hours must achieve the same learning outcomes as a traditional class meeting for a standard 15-week semester.

Other proposed credit hour/contact hour combinations will be reviewed on a case-by-case basis using the above guidelines, and a decision made by the faculty of the department of division. It is the responsibility of the Curriculum Committee to ensure that new courses meet the credit policy expectations in the approval process.

DOCUMENTING CREDIT HOURS