



# California University of Pennsylvania

## **POLICY: Credits**

### **A. Purpose & Scope:**

To define and describe credits within the University system

#### **Definition(s):**

Credit Hour: In accordance with 34 CFR §600.2 of the Code of Federal Regulations, a credit hour is defined as 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 not less than:

1. One hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately 15 weeks for one semester or trimester hour of credit, or 10 to 12 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 in paragraph (1) of this definition 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.

### **C. Policy:**

Credit for coursework is recorded in credit hours.

A full-time undergraduate student is one who is taking 12 or more credits. An undergraduate student having fewer than 12 credits is considered a part-time student. Only registered coursework in a given term is counted towards a student's full- or part-time status for that term. The work that a student might need to do for an Incomplete from a previous term will not count towards the student's full- or part-time status for the current term.

Students expecting to progress from one class rank to the next on an annual basis and graduate in four years should complete an average of 30 credit hours per year, or 15 credit hours per semester / term.

### **D. Procedure(s):**

### **E. Effective date:** 2013 Undergraduate Catalog

**Updated date:** December 8, 2014

**Amended Date:** February 11, 2015