



Academic Policy

Policy Title:	Credit Hour
Policy Number:	AC-1106
Date Adopted:	09/17/2014
Version:	3.0
Review Cycle:	Biennial
Date Last Reviewed:	09/12/2023
Office Responsible:	Academic Deans
Reviewing Committee:	Curriculum Committee and Academic Council
Related Policies:	1008 Distance Learning
Related Laws:	34 CFR 600.2
Related Code of Regulation:	

Policy Summary:

Jackson College holds the responsibility for determining and upholding standards related to the awarding of credit hours for student work, consistent with national standards. At Jackson College, a credit hour represents at least a minimum level of student achievement of specific learning outcomes, as verified by an assessment of student work. The Jackson College definition of a credit hour establishes a basis to quantify academic activity for the purposes of awarding academic credentials and determining federal funding, including institutional eligibility, program eligibility, and student enrollment status and eligibility.

Scope:

This policy and definition applies to all Jackson College courses unless otherwise defined in a course description. This definition applies to all Title IV-eligible programs and courses.

Policy Statement:

For each credit hour awarded, Jackson College will require 825 (55 minutes x 15 weeks) minutes of instruction, or its equivalent, be delivered. For courses delivered in an online format, they will be awarded the same credit hour as their face-to-face version provided that the same learning outcomes are expected.

Jackson College defines one credit hour as:

1. A level of student learning demonstrated by the achievement of learning outcomes obtained through one hour of classroom or direct faculty instruction, as well as a minimum of two hours of student coursework outside of class each week, for approximately 15 weeks, or the achievement of equivalent learning outcomes over a different amount of time.
2. A level of student learning demonstrated as equivalent to that stated in item 1 above. Such equivalence may be demonstrated by faculty assessment of student knowledge, skills and abilities, in relation to stated learning outcomes, that are:
 - a. Judged to be equivalent to those demonstrated by students who have successfully passed a course of study outlined in item 1., above, or
 - b. Judged to be equivalent in terms of levels of work in academic activities including laboratory work, internships, practical work, studio work and/or independent research activity, or

- c. Judged to meet standards established through recognized disciplinary or accrediting bodies, peer institutions, or other established methodology to affirm equivalency, so long as those standards have been formally accepted by Jackson College through its curricular approval process.

Student learning outcome equivalencies will be based on documented qualitative and quantitative expectations for:

1. Time required of students to complete assigned learning activities, taking into account expectations based on degree level, discipline and weight in students' final course grade;
2. Time required of students to interact with and understand content developed by course faculty, excluding time required to read assignments in a course syllabus;
3. Time required for learning-focused student engagement.

Student learning outcome equivalencies reflect differences in delivery methods, quality of instruction and interaction, degree of supervision, measurements of student work, academic disciplines, academic calendars and degree levels.

Change Log

Date Of Change	Version	Description of Change	Responsible Party
09/17/2014	1.0	Initial Release	R. Woods
10/14/2019	2.0	Revision and Formatting	K. Thirolf
09/12/2023	3.0	Reviewed/ No Changes	VanHeest