Credit Hour Statement Required for Syllabus

Credit hours are defined as the total time spent by students in fulfillment of course requirements, which may occur inside or outside the classroom or learning management system. NNMC faculty determine credit hour values based on the number and type of credits associated with the given course. One credit hour is equivalent to 50 minutes per week.

- For a 1-credit Theory course in a 16-week term, it is anticipated that the learners will spend 3 credit hours per week engaged in the coursework for a 16-week term. The three credit hours correspond to 50 minutes of delivery of instructional content and 100 minutes dedicated to additional student self-study or work. For a 3-credit Theory course in a 16-week term, the learners will spend 9 credit hours per week. In an eight-week term, 3-credit Theory course expects learners to spend 18 credit hours per week.

- For a 1-credit Studio course in a 16-week term, it is anticipated that the learners will spend 3 credit hours per week engaged in the coursework for a 16-week term. The three credit hours correspond to 100 minutes of delivery of instructional content and 50 minutes dedicated to additional student self-study or work. For a 3-credit Studio course in a 16-week term, the learners will spend 9 credit hours per week. In an eight-week term, 3-credit Studio course expects learners to spend 18 credit hours per week.

- For 1-credit Lab courses in a 16-week term, it is anticipated that the learners will spend 4 credit hours per week engaged in the coursework for a 16-week term. The four credit hours correspond to 150 minutes of experiential learning and 50 minutes dedicated to additional student self-study or work. For a 3-credit Lab course in a 16-week term, the learners will spend 12 credit hours per week. In an eight-week term, 3-credit Lab course expects learners to spend 24 credit hours per week.

Instructors should include a credit hour statement in the syllabus using the templates below to describe how the course meets the Unit of Credit policy. Courses with a different credit hour are calculated according to the semester and course ratios (See Table 1).

- Credit hour ratio per week in a 16-week term
    - 1-credit Theory course: 1 credit hour of delivery of instructional content + 2 credit hours of additional student study or work (1:2)
    - 1-credit Studio course: 2 credit hours of delivery of instructional content + 1 credit hour of additional student study or work (2:1)
    - 1-credit Lab course per week: 3 credit hours of delivery of experiential learning + 1 credit hour of additional student study or work (3:1)

- Credit hour ratio per week in an 8-week term
    - 1-credit Theory course: 2 credit hours of delivery of instructional content + 4 credit hour of additional student study or work (2:4)

- 1-credit Studio course per week: 4 credit hours of delivery of instructional content + 2 credit hours of additional student study or work (4:2)
- 1-credit Lab course per week: 6 credit hours of delivery of experiential learning + 2 credit hours of additional student study or work (6:2)

Table 1. *Weekly Credit Hour Conversion*

Term	Course Credit	Course Type	Credit Hour Per Week		
			Delivery Hours	Self-Study Hours	Total Hours
16 Week	1	Theory	1	2	3
		Studio	2	1	3
		Lab	3	1	4
	2	Theory	2	4	6
		Studio	4	2	6
		Lab	6	2	8
	3	Theory	3	6	9
		Studio	6	3	9
		Lab	9	3	12
8 Week	1	Theory	2	4	6
		Studio	4	2	6
		Lab	6	2	8
	2	Theory	4	8	12
		Studio	8	4	12
		Lab	12	4	16
	3	Theory	6	12	18
		Studio	12	6	18
		Lab	18	6	24

Templates of Credit Hour Statement

- Theory Courses

This Theory class is a [*Insert number of credits*]-credit course. The learners will be engaged [*3 × Number of credits*] credit hours per week. The [*3 × Number of credits*] credit hours correspond to [*Insert 50 mins × Number of credits*] minutes of delivery of instructional content, including [*Insert list of instructional activities*] each week over the [*Insert a term or semester*].

There is also the expectation that the learners will work on additional hours of student self-study, such as [*Insert list of additional student self-study activities*] for [*100 mins × Number of credits*] minutes for every class period. The syllabus includes additional information about expectations for student work.

- Example of 1-credit Theory course in a 16-week term

This [Theory] class is a 1-credit course. The learners will be engaged [3] credit hours per week. The [3] credit hours correspond to 50 minutes of delivery of instructional content, including [direct instruction, interaction, facilitation, etc.] each week over the [Fall] semester. There is also the expectation that learners will work on additional hours of student self-study, such as [reading, assignment, group project, etc.] for [100 minutes] for every class period. The syllabus includes additional information about expectations for student work.

- Example of 3-credit Theory course in a 16-week term

This [Theory] class is a 3-credit course. The learners will be engaged [9] credit hours per week. The [9] credit hours correspond to 150 minutes of delivery of instructional content, including [direct instruction, interaction, facilitation, etc.] each week over the [Fall] semester. There is also the expectation that learners will work on additional hours of student self-study, such as [reading, assignment, group project, etc.] for [300 minutes] for every class period. The syllabus includes additional information about expectations for student work.

- Example of 3-credit Theory course in an 8-week term

This [Theory] class is a 3-credit course. The learners will be engaged [18] credit hours per week. The [18] credit hours correspond to 300 minutes of delivery of instructional content, including [direct instruction, interaction, facilitation, etc.] each week over the [Fall] semester. There is also the expectation that learners will work on additional hours of student self-study, such as [reading, assignment, group project, etc.] for [600 minutes] for every class period. The syllabus includes additional information about expectations for student work.

- Studio Courses

This Studio class is a [*Insert number of credits*]-credit course. The learners will be engaged [3 × *Number of credits*] credit hours per week. The [*3 × Number of credits*] credit hours correspond to [*100 mins × Number of credits*] minutes of delivery of instructional content, including [*Insert list of instructional activities*] each week over the [*Insert a term or semester*].

There is also the expectation that the learners will work on additional hours of student self-study, such as [*Insert list of additional student self-study activities*] for [*50 mins × Number of credits*] minutes for every class period. The syllabus includes additional information about expectations for student work.

- Example of 3-credit Studio course in a 16-week term

This [Studio] class is a 3-credit course. The learners will be engaged [9] credit hours per week. The [9] credit hours correspond to 300 minutes of delivery of instructional content, including [direct instruction, interaction, facilitation, etc.] each week over the [Fall] semester. There is also the expectation that learners will work on additional hours of student self-study, such as [reading, assignment, group project, etc.] for [150 minutes] for every class period. The syllabus includes additional information about expectations for student work.

- Example of 3-credit Studio course in an 8-week term

This [Studio] class is a 3-credit course. The learners will be engaged [18] credit hours per week. The [18] credit hours correspond to 600 minutes of delivery of instructional content, including [direct instruction, interaction, facilitation, etc.] each week over the [Fall] semester. There is also the expectation that learners will work on additional hours of student self-study, such as [reading, assignment, group project, etc.] for [300 minutes] for every class period. The syllabus includes additional information about expectations for student work.

- Lab Courses

This Lab class is a [*Insert number of credits*] credit course. The learners will be engaged [*4 × Number of credits*] credit hours per week. The [*4 × Number of credits*] credit hours correspond to [*150 mins × Number of credits*] minutes of experiential learning, including [*Insert list of instructional activities*] each week over the [*Insert a term or semester*].

There is also the expectation that the learners will work on additional hours of student self-study, such as [*Insert list of additional student self-study activities*] for [*50 mins × Number of credits*] minutes for every class period. The syllabus includes additional information about expectations for student work.

- Example of 1-credit Lab course in a 16-week term

This [Lab] course is a 1-credit course. The learner will be engaged [4] credit hours per week. The [4] credit hours correspond to 150 minutes of experiential learning, including [demonstration, experiment, interaction, facilitation, etc.] each week over the [Spring] semester. There is also the expectation that learners will work on additional hours of student self-study, such as [reading, assignment, group project, etc.] for [50 minutes] for every class period. The syllabus includes additional information about expectations for the student work.

- Example of 1-credit Lab course in an 8-week term

This [Lab] course is a 1-credit course. The learner will be engaged [8] credit hours per week. The [8] credit hours correspond to 300 minutes of experiential learning, including

[demonstration, experiment, interaction, facilitation, etc.] each week over the [Spring] semester. There is also the expectation that learners will work on additional hours of student self-study, such as [reading, assignment, group project, etc.] for [100 minutes] for every class period. The syllabus includes additional information about expectations for the student work.