

WGTC 6.20

Credit Hour

West Georgia Technical College's (WGTC) practice of determining credit hours awarded for courses and programs conforms to commonly accepted practice in higher education.

West Georgia Technical College uses the definition of credit hour, as defined in the U.S. Department of Education guidance to institutions and accrediting agencies regarding a credit hour as defined in the final regulations published on October 29, 2010.

"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 out of class student work each week for approximately fifteen weeks for one semester or trimester hour of credit, or ten to twelve 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 outlined in item 1 above 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."

One distance or hybrid course credit is defined as an equivalent amount of instruction and student work leading to equivalent learning outcomes as required for a traditional class.

Practicum: A course designed to give students supervised practical application of previously studied theory.

Internship: A course designed to give students supervised, practical training.

Clinical: A course designed to give students opportunities for the direct, supervised observation and treatment of patients/clients.

The College's unit of credit is consistent with the widely used Carnegie unit of 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 hour of credit. Credit hour

equivalencies for other academic requirements such as laboratory work, internships, practica, and clinical rotations have also been established based on the application of the Carnegie unit.

West Georgia Technical College, upon the recommendation of the Technical College System of Georgia, recognizes the System standard of 750 minutes being equal to one semester credit hour and that lectures are one contact hour to one credit hour. Lecture, or didactic, instruction is defined as instruction that emphasizes group or individualized classroom learning. Didactic instruction normally requires extensive out-of-class preparation by the student and follow-up out-of-class practice assignments.

Demonstration labs (Lab 2) are two contact hours to one credit hour. Lab 2 is defined as instruction that emphasizes instructor assisted learning activities. Lab 2 instruction normally requires some out-of-class preparation by the student and may require some out-of-class practice assignments. Practical labs (Lab 3) are three contact hours to one credit hour. Lab 3 is defined as instruction that emphasizes structured and/or supervised activities requiring the application and practice of occupational competencies. Lab 3 may include time spent in a lab setting on campus or time engaged in an offsite experience such as clinical, practicum, or internship. Thus, 750 minutes of lecture-based instruction is one credit hour, 1500 minutes of demonstration lab is one credit hour, and 2250 minutes of practical lab is one credit hour. All courses, regardless of mode of delivery, will follow these credit hour standards.

Reference: State Board Policy 5.1.2.
<https://tcsg.atlassian.net/wiki/spaces/policymanual/overview>

Policy Source: West Georgia Technical College	Policy Manager: Vice President, Academic Affairs	Effective: 3/2009
Division: Academic Affairs	Reviewed: 8/2021 Revised: 8/2021	