



**Policy Title**  
**Credit Hour Policy**

**Policy Number**  
**1-015**

<b>Responsible Unit:</b> Office of Academic Affairs	<b>Effective Date:</b> June 14, 2021
<b>Responsible Official:</b> Vice Chancellor for Academic Affairs	<b>Last Reviewed Date:</b> May 28, 2021
<b>Policy Classification:</b> Academic Affairs	<b>Last Revised Date:</b> May 28, 2021
	<b>Origination Date:</b> October 22, 2014

**I. Policy Purpose**

The purpose of this policy is to define a credit hour at Southern University Law Center.

**II. Policy Scope**

This policy applies to faculty and students.

**III. Policy Compliance**

Failure to abide by this policy may jeopardize accreditation and approval.

**IV. Policy Definitions**

The American Bar Association and the Southern Association of Colleges and Schools Commission on Colleges provide the following definition for credit hour.

For purposes of the application of this policy and in accord with federal regulations, a credit hour is 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

1. Not less than 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.

The purpose of this policy is to establish a formal policy that determines the appropriate number of credit hours for each course offering at the Law Center, to assure that the process is aligned with federal guidelines and to assure that the assigned value can be roughly equated to the amount of student work required to achieve the intended learning outcomes in a course.

#### **V. Policy and Applicable Procedures**

- A. SULC adopts a 50-minute credit hour. Additionally, based on the fifty minutes of classroom or direct faculty instruction and two hours of out-of-class student work per week over a fifteen-week period required by ABA Standard 310, SULC requires at least 42.5 hours of total in-class instruction and out-of-class student work for every credit hour assigned to a course.
- B. Time devoted to taking a required final examination counts toward the in-class time required, and time devoted to studying for a required final examination counts toward the out-of-class time required for a credit hour under this policy.
- C. However, the time listed in V(B) of this policy cannot be attributable to a course that does not have a final examination of appropriate length for the particular course.
- D. The credit hours assigned to every course at SULC will be set pursuant to this policy.

#### **VI. Policy History and Review Cycle**

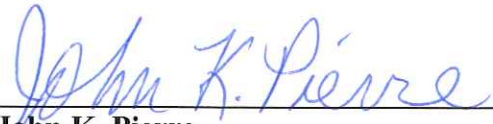
This policy was originally created on October 22, 2014. The policy was reviewed and updated on May 28, 2021. The policy was presented to and approved by the faculty on June 14, 2021. The policy is on a five-year review cycle. The responsibility for periodic review of the policy lies with the Vice Chancellor for Academic Affairs.

#### **VII. Publication of Policy**

This policy is published at <https://www.sulc.edu/page/sulc-policies>.

**VIII. Policy Approval**

This policy was approved by the Faculty on June 14, 2021.



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**John K. Pierre**  
**Chancellor, Southern University Law Center**

June 14, 2021  
**Date**