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MEMORANDUM

DATE: September 30, 2022  
TO: Deans, Department Chairs, School Directors and Faculty  
FROM: Michele  
SUBJECT:

At Florida Atlantic University, and at most institutions of higher education, it has been the common understanding that students will complete a minimum of two hours of ~~seu~~work outside of the classroom for every one hour of credit in the classroom.

The United States Department of Education ~~pro~~vides guidance on the definition of a credit hour for institutions and accrediting bodies for programs ~~at-profit~~, non-profit, and public institutions of higher education. To comply with this regulation, institutions are required to define the credit they will award for student work, and accrediting agencies are required to review the institution's policies and procedures for determining and applying its credit hour policies.

~~PURPOSE~~Academic credit has provided the basis for measuring the amount of engaged learning time expected of a typical student enrolled not only in the traditional classroom settings but also in laboratories, internships, studios, clinical, field work and other experimental learning and in eLearning education. Credit hours are the common currency for academic credit used by students and universities to calculate, record, interpret the number of credits ~~stud~~ students earn to fulfill degree, certificate, and other similar academic requirements. The credit hour unit is used to measure student course work, and is founded on the important concept of student achievement and learning outcomes. The value of a credit hour can be determined by contact time, the education experience, and ~~about~~ class preparation by the student.

Definition: A credit hour is an amount of work represented in intended learning outcomes and verified by evidence of student achievement, for ~~thar~~ious modes of instruction offered at Florida Atlantic University, in accordance with the following guidelines:

1. For traditionally delivered courses, not less than one (1) hour of classroom or direct faculty instruction each week for fifteen (15) weeks ~~fall~~ or Spring semester, and a minimum of two (2) hours of ~~out~~ of-class student work for each credit hour. Equivalent time and effort is required for ~~enrollment~~ periods which may be offered over a shortened time frame.
2. The equivalent amount of work outlined in item 1 above ~~for~~ online and hybrid courses, laboratory courses, internships, clinical practice, field work, studio work, and other academic work leading to award of credit. These course offerings must demonstrate ~~substantive~~ substantive faculty interaction of equivalent time and effort ~~as~~ traditionally delivered ~~in~~ person coursework. Substantive faculty ~~academid~~ interaction includes, but is not limited to:
  - providing direct instruction including video presentations;
  - assessing or providing feedback on a student's coursework;

