

LMU Credit Hour Policy

Credit Hour at Loyola Marymount University

At Loyola Marymount University, one credit hour is defined as a minimum of 3 hours of work by an average student per week for a 15-week semester (i.e., 45 hours for a full semester), supervised by an instructor, represented in intended learning outcomes, and verified by evidence of student achievement.

LMU's definition of a credit hour is consistent with federal regulation (CFR section 600.2), which defines a credit hour as "the 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 of out-of-class student work each week for approximately fifteen weeks for one semester or trimester 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 in paragraph (1) of this definition for other academic activities as established by the institution, including laboratory work, internships, practica, studio work, and other academic work leading to the awarding of credit hours."

This work can be fulfilled in a variety of ways, including, but not limited to, direct faculty instruction and systematic outside reading; experiments or research under the supervision of an instructor; studio, field, clinical, or laboratory work; or internships, service learning, or directed study. Note that there may be other and/or future modes of instruction which satisfy this credit-hour requirement.

One hour of direct faculty instruction is equal to 50 minutes of classroom time or an equivalent amount of personal instruction or supervision in courses for which classroom time does not apply (for example, online or hybrid courses).

Under this definition, therefore, one credit hour would be granted under the following scenarios, which are illustrative and do not exclude other possible routes to fulfill the policy:

- a traditional lecture or seminar course that includes 50 minutes of direct faculty instruction per week for a 15-week semester and a minimum of two hours of student work outside of class.
- a course wholly occupied with studio, field, clinical or laboratory work, or internships, service learning, or directed study, if the amount of student work for the semester constitutes 45 hours of student work for a 15-week semester, supervised by an instructor.
- a course that supplements direct faculty instruction less than 50 minutes per week with additional student work (in the form of systematic outside reading, experiments, or research directed by the instructor), provided the total amount of student work for the semester reaches 45 hours for a 15-week semester.

A course offered in fewer than 15 weeks shall contain the same total hours – direct faculty instruction plus student work – as the same course offered in the standard 15-week semester.

This credit hour policy applies to all courses at all levels (undergraduate, graduate, and professional) that award academic credit.

Periodic Compliance Review of Credit Hour Policy

For ongoing compliance review:

- New courses, or changes in the unit value of existing courses, should be reviewed and approved by the pertinent school or college's Dean for compliance with the credit hour policy.
- Compliance review of the credit hour policy should be incorporated into the periodic academic program review process.
- New or revised academic programs should be reviewed by the pertinent school or college's Dean and by the APRC for compliance with the credit hour policy.

To facilitate such compliance reviews, all syllabi at LMU should specify the amount of work students are expected to complete in order to earn the credits designated for each course.