

**Student Grades and
Award of Credit**

The Board shall establish the manner by which grades shall be determined and credit shall be awarded. These provisions shall include the methods for reporting student grades, the calculation of a student's grade point average (GPA), the classification of students based on credits earned, the transfer of credits, student standards of performance, grade appeal procedures, and any other relevant matters. The provisions shall be published in the College District catalog. The College President shall develop written procedures to implement the grading and credit provisions adopted by the Board. [For class rank calculations and honors determinations, see EGB]

**Definition of Credit
Hour**

The College District shall use the federal definition of credit hour as defined below in order to meet federal requirements for the award of federal student aid. Use of the federal credit hour definition is only required for federal program purposes when, for example, determining enrollment status for purposes of student financial aid eligibility. However, the College District believes the definition to be flexible enough to meet College District needs as well as federal requirements. It is important to note that there is no requirement that a credit hour exactly duplicate the amount of work in item (1), below, of the definition, as highlighted in item (2), below. The requirement is that a credit hour must reasonably approximate the minimum amount of work in item (1), below. As such, the definition is sufficient to address various modes of delivery for instruction and is completely consistent with innovative practices such as online education, competency-based credit, and academic activities that do not rely on "seat time." The College District may assign credit hours to courses for an amount of work represented by verifiable student achievement of College District-established learning outcomes.

Federal Definition

The federal definition of 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 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 15 weeks for one semester or trimester hour of credit, or ten to 12 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 item (1), above, 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 award of credit hours.

In the case of a program subject to the clock-to-credit hour conversion requirements, institutions must determine the credit hours to be awarded for coursework under those requirements.

Purpose of Defining
Credit Hour

A credit hour is a unit of measure that gives value to the level of instruction, academic rigor, and time requirements for a course taken at an educational institution. At its most basic, a credit hour is a proxy measure of a quantity of student learning while also serving as a standard measure of faculty workloads, costs of instruction, and rates of educational efficiencies.

Application of
Definition

The College District shall apply this definition of credit hour to its programs and coursework in order to conform to commonly accepted practices in higher education as evaluated by the Southern Association of Colleges and Schools Commission on Colleges.