POLICY

1.01 The policy of OSU Institute of Technology (OSUIT) requires adherence to the standards established by the Oklahoma State Regents for Higher Education with regard to the semester credit hour. To ensure that academic standards are maintained for instructional contact hours, OSUIT has adopted the following definition of a semester-credit hour: 800 instructional minutes, exclusive of enrollment, orientation, and scheduled breaks. Organized examination days may be counted as instructional days.

A. Theory Class: One semester credit hour requires a minimum of 800 minutes of instructional meeting time.

B. Laboratory Class: Laboratory credit is normally awarded at a rate of twice the theory rate. One semester credit hour requires a minimum of 1600 minutes of laboratory meeting time.

C. Theory/Laboratory Class: Theory/Laboratory credit is calculated on a pro rata basis. One semester credit hour requires a minimum of 1375 minutes of combined class/laboratory meeting time.

D. Internship: One semester credit hour requires a minimum of 2475 minutes of employer-supervised work time.

PROCEDURES

2.01 The above calculations represent a minimum number of minutes required for each type of course offering. Excessive amounts of instructional contact time should be avoided, and in no case may the calculation be greater than one-half of the increment.

2.02 The above calculations indicate only the instructional contact time. Out-of-class preparation by the student is not only expected, but required.

2.03 Alternative Formats: Standards set for credit offered in summer session courses, short courses, workshops, modular courses, on-line courses, blended and hybrid courses, independent study, and other non-traditional formats, must have commensurate content, rigor, and assessment of those established for a normal academic semester or delivery mode.