

## Credit Hours and Course Formats

[adapted from Memorandum to Presidents, Vol. 76, No. 8, Office of the Vice Chancellor for Academic Programs, State University of New York]

Carnegie credit hour: One semester credit hour may be awarded for fifteen sessions of 50 minutes duration in classroom lecture-recitation each requiring two hours of outside preparation by the student.

Semester credit hour: one 50-minute session of classroom instruction per week for a semester of not less than fifteen weeks with two hours of outside study for each class session. The format for instruction may be **lecture, seminar, quiz, discussion, or recitation.**

Lecture: A formal discourse intended for instruction.

Discussion or Seminar: Consideration of a question in open debate; argument for the sake of arriving at truth or resolving conflict.

Recitation: A class exercise in which students reply orally to questions.

Semester credit hour (group): 150 minutes or more per week for a semester of not less than fifteen weeks with no outside preparation expected. Where such activity involves substantial outside preparation by the student, the equivalent of fifteen periods of 100 minutes duration each will earn one semester credit hour. The format for instruction may be **laboratory, field trip, workshop, or group studio.**

Laboratory or studio: A learning exercise stressing application to reinforcement of concepts identified through lecture, discussion, or recitation.

Semester credit hour (supervised individual activity): Forty-five, 50-minute sessions of each academic activity. The format for instruction may be **independent study, individual studio or tutorial.**

Independent study: Study given initial guidance, criticism, review and final evaluation of student performance by a faculty member.

Tutorial study: Study which is given initial faculty guidance followed by repeated, regularly scheduled individual student conferences with a faculty member.

Semester credit hour (work): One semester credit hour may be awarded for each week of full-time (40 hours per week) work. The format for instruction may be **student teaching, practicum, or internship.**

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