

## Marian University Credit Hour Policy

### **Credit Hour**

The credit hour is the unit of academic credit used by Marian University. Following is the minimally required contact hours for classes and is based on a 15-week semester:

1. Classroom Based Courses: must meet a minimum of 50 minutes per credit per week. In addition, it is assumed that an additional workload is assigned to equal 2 hours of coursework outside the classroom for each 50 minutes of meeting time (e.g., a total of 170 minutes per credit, per week).
2. Hybrid, Online and any other Non-Classroom Based Courses: must include a combination of instruction and/or homework and/or activities requiring student academic engagement that equals a minimum of 170 minutes per credit, per week.
3. Those courses that meet in a compressed format (i.e., 7-week and Winterim Terms), must make up the minimum of 170 minutes per credit, per week within the time frame of the course offering.

In summary, a credit hour is defined as the learning that takes place in at least 45 hours of learning activities, which include time in lectures or class meetings, in-person or online, laboratories, examinations, presentations, tutorials, preparation, reading, studying, hands-on experiences, and other learning activities; or a demonstration by the student of learning equivalent to that established as the expected product of such a period of study.

In all cases, learning in for-credit courses is guided by a qualified instructor and includes regular and substantive student-instructor interaction and academic engagement.

Semester hour credit is given only in accordance with descriptions for individual courses, as published in the University Catalog. No credit is given for a course in which a student has not registered.

### **Academic Engagement**

Active participation by a student in an instructional activity related to the student's course of study that:

1. Is defined by the institution in accordance with any applicable requirements of its State or accrediting agency;
2. Includes, but is not limited to:
  - a. Attending a synchronous class, lecture, recitation, or field or laboratory activity, physically or online, where there is an opportunity for interaction between the instructor and students;
  - b. Submitting an academic assignment;

- c. Taking an assessment or exam;
  - d. Participating in an interactive tutorial, webinar, or other interactive computer-assisted instruction;
  - e. Participating in a study group, group project, or an online discussion that is assigned by the institution; or
  - f. Interacting with an instructor about academic matters; and
3. Does not include, for example:
- a. Living in institutional housing;
  - b. Participating in the institution's meal plan;
  - c. Logging into an online class or tutorial without any further participation;  
or
  - d. Participating in academic counseling or advisement.

[34 C.F.R. § 600.2](#)

[Higher Learning Commission](#)

[Higher Learning Commission Credit-Hour Review](#)

[Department of Education Regulations](#)