

hours, the Registrar notifies the Office of Academic Affairs and the appropriate school or college for explanation and/or correction.

The following table provides general guidance on the how the credit hour translates to a particular instructional methodology. Note, however, that the credit-hour definition does not dictate particular amounts of classroom time versus out-of-class student work. The information below serves as general guidance for successful compliance with NYSED, USDOE, and MSCHE requirements.

Lecture: Courses that meet to engage in various

Laboratory: Courses with a focus on experiential learning under the direct supervision of a faculty member in which the student performs substantial

- Clinical: Courses with a focus on experiential learning
- under the direct supervision of a faculty member in which the student performs substantive work in a clinical setting. The minimum contact time per credit is three times that of a lecture (3:1 ratio), depending upon the amount of outside work assigned.

Clinical: Faculty Instruction and Outside Student Work!			
Credit Awarded!	Minimum Instructional Contact Time per Week!	Minimum Instructional Time Total for 15 Weeks!	Recommended Student Study Time per Week!
1	150 contact minutes!	1500 Contact Minutes!	50 minutes!
2	200 contact minutes!	3000 contact minutes!	100 minutes!
3	200 contact minutes!	4500 contact minutes!	

OTHER FORMS OF INSTRUCTION/DELIVERY METHODS:

Individualized Instruction: Courses of study to accommodate a student who cannot meet with a regularly scheduled class. The faculty member regularly meets with a student(s) and applies the same criteria as outlined in the course syllabus, but does not meet in a scheduled class. Credit hours are determined based on faculty instructional contact minutes as dictated by the course catalog. All courses match the total amount of work

can include, but are not limited to, online group discussions and projects, papers and exams, and singular faculty engagement. In all cases the courses meet