



RUTGERS UNIVERSITY POLICY

Section: 10.2.4

Section Title: Student Academic Regulations & Policies

Policy Name: Units of Credit

Formerly Book: 2.4.4

Approval Authority: Board of Governors

Responsible Executive: Executive Vice President for Academic Affairs

Responsible Office: Office of the Executive Vice President for Academic Affairs

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1. Policy Statement

The course credit shall be the academic currency to be used in all schools and colleges and Faculties of Rutgers University in measuring a student's progress towards a degree, giving value to time requirements and academic rigor. The course credit shall be the official unit of record.

2. Reasons for Policy

To set the expectation that the assignment of credit hours for all Rutgers University coursework represents a reasonable approximation of student work that is consistent with accepted practice in higher education; that ensures suitability for transferability; and serves to demonstrate that all Rutgers University coursework is of sufficient academic rigor, content, and depth, regardless of instructional modality.

3. Who should Read this Policy

All members of the Rutgers University community.

4. Resources

- [New Jersey Administrative Code Title 9A Chapter 1. Licensure Rules \(sections 9A:1-1.2 and 9A:1-2.1\)](#)
- [Middle States Commission on Higher Education Credit Hour Policy and Procedures](#)
- [Federal Code 34 CFR 600.2 Definitions](#) [Federal Code 34 CFR § 600.2 Definitions](#)

- **Academic work:** for purposes of setting credit value for a course, academic work includes, but may not be limited to, regular or additional class time (whether delivered synchronously or asynchronously), course preparation, ~~teacher conferences,~~ library work, laboratory and field work, internships or experienced-based equivalents, practical studio work, music lessons, seminars, recitation periods, discussion sessions and workshops, -independent study and thesis research, or study abroad. Additional activities include clinical/practicum instruction. Academic work is set regardless of modality.
- **Clock hour:** (1) A period of time consisting of (i) A 50- to 60-minute class, lecture, or recitation in a 60-minute period; (ii) A 50- to 60-minute faculty-supervised laboratory, shop, training, or internship in a 60-minute period; or (iii) In distance education, 50 to 60 minutes in a 60-minute period of attendance in (A) A synchronous or asynchronous class, lecture, or recitation where there is opportunity for direct interaction between the instructor and students; or (B) An asynchronous learning activity involving academic engagement in which the student interacts with technology that can monitor and document the amount of time that the student participates in the activity.

At Rutgers, it is generally considered that 55 minutes constitutes one clock hour.

(Adapted from Middle States Commission on Higher Education Credit Hour Policy and Procedures.)

- **Course credit:** The academic currency to be used in all schools and colleges of Rutgers University in measuring a student's progress towards a degree, giving value to time requirements and academic rigor. The course credit shall be the official unit of record.

~~**Credit hour** (Middle States Commission on Higher Education Credit Hour Policy): An amount of student work defined by an institution, as approved by the institution's accrediting agency or State approval agency, that is consistent with commonly accepted practice in postsecondary education and that (1) reasonably approximates not less than (i) One hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately fifteen weeks for one semester or trimester hour of credit, or ten to twelve weeks for one quarter hour of credit, or the equivalent amount of work over a different period of time; or (ii) At least an equivalent amount of work as required in (1) 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; and (2) permits an institution, in determining the amount of work associated with a credit hour, to take into account a variety of delivery methods, measurements of student work, academic calendars, disciplines, and degree levels. (Adapted from federal definition in 34 CFR § 600.2.)~~

- **Credit hour:** The federal definition of credit hour is based on the Carnegie unit of academic credit and is defined in 34 CFR § 600.234 CFR § 600.234 CFR § 600.2 as the amount of student work defined by an institution, as approved by the institution's accrediting agency or State approval agency, that is consistent with commonly accepted practice in postsecondary education and that reasonably approximates one clock hour of classroom or direct faculty instruction and a minimum of two clock hours of out-of-class student work each week for approximately fifteen weeks for one semester or the equivalent amount of work over a different period.

An equivalent amount of work as defined above is required for other academic activities- as

established by the institution, including laboratory work, internships, practicums, studio work, and other academic work leading to the award of credit hours, and that considers a variety of delivery methods, measurements of student work, academic calendars, disciplines, and degree levels. A credit hour shall not be counted on an hour-for-hour basis for library, laboratory work, independent study, or physical education activities.

At Rutgers, it is generally considered that one credit hour of laboratory work requires three clock hours of supervised instructional time per week.

The rigor of all credit-bearing courses shall be substantially the same, regardless of the type of education delivery mode.

(Adapted from Federal definition in 34 CFR § 600.234 CFR § 600.2, Middle States Commission on Higher Education Credit Hour Policy and Procedures, and New Jersey Administrative Code Title 9A.)

~~**Semester credit hour** (NJ Administrative Code 34 CFR 600.2): 150 minutes of academic work each week for 15 weeks in one semester, which is typically accomplished by 50 minutes of face-to-face class activity each week complemented by at least 100 minutes each week of laboratory or outside assignments (or the equivalent thereof for semesters of different length) but may also be accomplished through an equivalent amount of academic work as established by an institution, which may include additional class time, laboratory work, internships, practical studio work, and other forms of academic work (9A:1-1.1); a semester credit hour shall not be counted on an hour for hour basis for library, independent study, laboratory, or physical education activities. A semester credit hour is not required to be counted on an hour for hour basis for distance learning or blended (or hybrid) learning (9A:1-2.1 (e)); and the rigor of all credit bearing courses shall be substantially the same, regardless of the type of education delivery mode (9A:1-2.1 (e)).~~

6. The Policy

10.2.4 UNITS OF CREDIT

A. The course credit shall be the academic currency to be used in all schools and colleges of Rutgers University in measuring a student's progress towards a degree and shall be the official unit of record.

1. Exceptions shall be made for the Ernest Mario School of Pharmacy, Robert Wood Johnson Medical School, New Jersey Medical School, Robert Wood Johnson Medical School, Rutgers School of Dental Medicine, School of Graduate Studies, School of Health Professions, and School of Nursing (former UMDNJ School of Nursing), and School of Nursing-Camden, School of Health Related Professions, Graduate School of Biomedical Science, and Rutgers School of Dental Medicine whose academic currencies may differ consistent with requirements from professional accrediting bodies.

B. The number of credits granted to a student for any course at Rutgers University shall be determined by the college or school, or Faculty authorizing the course. The credit value of a course shall be assigned on the basis of the estimated amount of time a median student can be expected to devote to the course, at the rate of three (3) credit hours a week per credit for a standard fifteen-week semester (approximately 45 hours per credit), or the equivalent amount of work adjusted for periods of shorter duration, such as half-semester courses or summer or winter session, including time in class, in laboratory, in conference with the teacher, or in reading, writing and preparing for class.

C. Within Rutgers University, students matriculated in one school or college who register with the approval of the school or college of matriculation for a course offered by another school or, college, ~~or Faculty~~ shall receive the credits assigned to that course by the school or, college, ~~or Faculty~~ offering it.

All regulations and procedures are subject to amendment.

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