



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

Adopted: 1959

Revised: 9/1990, 5/23/2013; 7/1/2013; 10/__/23

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1. **Policy Statement**

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, 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

5. 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, 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.

(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:** The federal definition of credit hour is based on the Carnegie unit of academic credit and is defined in [34 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 § 600.2](#), Middle States Commission on Higher Education [Credit Hour Policy](#) and [Procedures](#), and [New Jersey Administrative Code Title 9A](#).)

6. The Policy

- 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, New Jersey Medical School, Robert Wood Johnson Medical School, Rutgers School of Dental Medicine, School of Graduate Studies, School of Health Professions, School of Nursing, and School of Nursing–Camden, 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 authorizing the course. The credit value of a course shall be assigned at the rate of three 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.

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 shall receive the credits assigned to that course by the school or college offering it.

All regulations and procedures are subject to amendment.