

CREDIT HOUR POLICY: UNDERGRADUATE

1. At the undergraduate level, one US credit is equivalent to:
 - a. 2 European Credit Transfer System (ECTS) credits
 - b. 4 UK credits
2. This reflects the alignment between US and UK expectations as to notional hours of learning. Although US quality expectations indicate two additional hours of study per classroom contact hour, US credit numbers are nonetheless specifically articulated in terms of classroom contact hours. ECTS and UK credit include the expected out-of-classroom hours in the credit calculation; hence, the higher numbers for the same amount of study in the UK and European systems.
3. The University operates on the principle of the 50-minute class hour. A typical undergraduate course consisting of 3 US credits / 12 UK credits, or 4 US credits / 16 UK credits at Level 6, normally corresponds to classroom hours as follows:
 - a. 50 minute class that meet once per week (terminating 10 minutes before the 60-minute timetabling end point) and a 110 minute class that meet once per week (terminating 10 minutes before the 120-minute timetabling end point)
 - b. 160 minute class that meet once per week (containing a break of 10 minutes and terminating 10 minutes before the 180-minute timetabling end point)
4. A standard 3 US /12 UK credit undergraduate course as above normally has 120-135 contact and associated notional hours of learning in accordance with QAA and MSCHE expectations.
5. A standard 4 US /16 UK credit undergraduate course normally has 160 contact and associated notional hours of learning in accordance with QAA and MSCHE expectations.
6. Any increase in credit over these amounts for an individual undergraduate course must be reflected by an increased class time OR by a strictly accounted for calculation of notional hours of learning.
7. For out of class room experiences, such as internships, one 'practice' credit hour represents 3-4 hours per week of supervised and/or independent practice. This in turn represents between 45 and 60 hours of work per semester per credit. The hours expressed in the Course Specification Documents (CSDs) should fall within this range.

VERSION MANAGEMENT

| Responsible Department: Office of the Provost | | | |
|--|--|---|-------------------|
| Approving body: Academic Board | | | |
| Version no. | Key Changes | Date of approval | Date of effect |
| 001 | | 24 July 2018 | 28 August 2018 |
| 002 | Deleted reference to top-up degrees. Added contact hours for 4 US credit courses. | | 01 September 2022 |
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| | | Restricted access? <i>Tick as appropriate</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |