

CREDIT HOUR POLICY: UNDERGRADUATE

Introduction

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 contact hour, US credit numbers are nonetheless specifically articulated in terms of 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.

General Principles

3. The University operates on the principle of the 50-minute class hour. A typical undergraduate course consisting of 3 US / 12 UK credits, or 4 US / 16 UK credits, normally corresponds to 45 or 60 contact hours across the standard 15-week semester.
4. Contact hours may consist of both timetabled hours in the physical classroom, and a small amount of guided learning hours. Guided learning hours will be found in the Course Specification Documents (CSDs) and the detailed activity in the associated syllabi.
5. A standard 3 US /12 UK credit undergraduate course as above normally has 120 contact and associated notional hours of learning in accordance with QAA and MSCHE expectations.
6. 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.
7. For out of classroom experiences, such as internships, a standard 8 US /32 UK credit undergraduate course normally has 230 total hours over 6 weeks. This generally includes 6 hours for guided learning and the rest are normally assigned to independent learning hours.

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
003	Updated classroom hours to contact hours, added guided learning and updated semester length.	June 2024	01 Sept 2024
004	Removed L6-only from 4 US credit courses and guided learning	June 2025	01 Sept 2025
005	Internship hours details updated	November 2025	November 2025
		Restricted access? <i>Tick as appropriate</i> ☐ Yes ☒ No	