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## COURSE CREDITS

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<b>Approval Authority</b>	Senate
<b>Responsible Executive</b>	Provost and Vice-President, Academic
<b>Related Policies / Legislation</b>	Undergraduate Program and Course Approval (21) Graduate Program and Course Approval (207)

## PURPOSE

This policy establishes standards and principles for a consistent, credible approach to assigning course credits for courses at the University of the Fraser Valley.

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## SCOPE

This policy applies to all courses offered for credit by the University of the Fraser Valley.

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## DEFINITIONS

In this policy, the following definitions apply:

**Credit:** A numeric value assigned to a course, based on both the hours of direct instruction and the coursework done outside of the classroom, which indicates the course's weight relative to courses across the university.

**Course:** A set of lectures or lessons in a particular subject, with defined learning outcomes, offered under a designated subject code and course number.

**Class time:** Time required of students to attend scheduled learning activities, including but not limited to lectures, laboratories, seminars, demonstrations, and practice of skills.

**Outside-of-class time:** Time expected of students outside of class for course-related activities, such as reading, research, assignments, projects, studying, rehearsing, and any other learning activities typically required to master the course content.

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## POLICY

Course credits are intended to be a reflection of the total learning time, including class time and outside-of-class time, regardless of the instructional method(s) used. Courses that require similar amounts of learning time shall be assigned similar credit values, regardless of the instructional methods or delivery methods used.

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## REGULATIONS

### Standard for determination of credits

The traditional academic model for assigning course credit assumes that lecture or seminar-based courses require a 1:2 ratio of class time to outside-of-class time. In this model, a credit is based on one hour of in-class and two hours of outside-of-class study (total three hours per week of study time) for an average student over a 15-week semester, for a total of 45 study hours.

At UFV, many courses do not follow the above model. They may contain more than one instructional format or have quite different ratios of class time to outside-of-class time. Therefore, credits should not be determined solely by the number of class hours. Instead, credits are based on an equivalent total amount of student course work (including class time and outside-of-class time).

Mastery of learning outcomes is not strictly dependent on time. Graduate level courses often assign credit based on the work that a student must produce to meet a learning outcome.

### Approval of course credits

Credit values for courses are established during the course approval process and may be changed during course reviews, in accordance with the Undergraduate and Graduate Course and Program Approval policies. The Undergraduate Education committee and Graduate Studies committee will publish guidelines for determining course credit.

The head of the department or program, with approval of the appropriate curriculum committee, proposes the number of credits for each course. When proposing course credit values for new courses, or changes to credit values, departments will be required to explain how the credits were determined, based on:

- instructional contact hours required for students to achieve content mastery
- additional hours required of the student to achieve content mastery

For some courses a comparison with the standard credit value does not provide an appropriate credit value. Examples include but are not limited to practicum courses, field schools, or graduate-level extended essays, major papers, or theses. In such cases the department must provide a detailed rationale to explain why a variance is requested.