

Policy 934 Credit Hours

Policy Number: 934

Effective Date: 06/01/16

Revised Dates: 06/15/17; 11/09/2020; 07/31/2025

Scope

This Policy on Credit Hours applies to faculty, staff, and students ("Covered Individuals") of The Graduate School of the Stowers Institute for Medical Research ("School").

Purpose

The purpose of this Policy is to define a credit hour and describe how credit hours are determined for School courses.

Policy

A credit hour is the unit of measuring educational credit, usually based on the number of classroom hours per week throughout a term. Credit hours for the School's courses are based on the Carnegie unit which defines a semester unit of credit as equal to a minimum of three hours of work (for example, 1 hour of lecture plus 2 hours of homework/by-arrangement lab, or 3 hours of lab) per week for a 16-week semester.

For a lecture class, one Carnegie unit is considered to be one hour of lecture class time and two hours of homework per week. Total semester hours are calculated by multiplying the weekly hours by 16. [(1 hour lecture + 2 hours homework) x 16 weeks = 48 hours = 1 credit unit]

For a lab class, the hours per week are considered to be all in lab. One Carnegie unit is three hours per week of lab time. Total semester hours are calculated by multiplying the weekly hours by 16. [3 hours lab x 16 weeks = 48 hours = 1 credit unit]

When a student is required to use supervised on-site labs to complete assignments in place of homework, those hours are classified as by-arrangement lab hours and are counted the same as homework hours.

Credit for courses is calculated for a course to contain the same number of hours as if the course were scheduled for a full semester. Shortened courses provide adequate time for students to complete homework and by-arrangement lab assignments.

Module Courses:

Module courses in the first fall term earn 2 credit units each. A typical module course is a combination of lecture, homework and by-arrangement lab. [Example: (16 hours lecture + 32 hours homework/by-arrangement lab) x 2 weeks = 96 hours]

Rotation Labs:

Rotation Lab courses in the first spring term are lab classes and earn 6 credit units each. [Example: 36 hours x 8 weeks = 288 hours]

Thesis Labs:

Thesis Lab courses are lab classes and earn 6, 15 or 18 credit units each, depending on the length of the term.

This Policy was approved by the GSSIMR Board of Directors on September 5, 2018.

This Policy was reviewed and amended by the GSSIMR Board of Directors on November 09, 2020.

This Policy was reviewed and amended by the GSSIMR Board of Directors on September 18, 2025.

This policy will be reviewed again by the GSSIMR Board according to the annual policy review schedule.