

NORTHLAND COMMUNITY & TECHNICAL COLLEGE

3350 AWARDING OF COLLEGE CREDITS

Courses for college credit shall be designed and conducted with the expectation that a student will need to be academically engaged in class or laboratory-type instruction in combination with out-of-class assignments. The total approximates three hours per week per semester for each semester credit.

The minimum scheduled time shall be one hour, per credit, per week, which would provide for two hours out-of-class study expected for each class hour. When the maximum of three hours of laboratory, clinic, shop, etc. is scheduled there may be no expectation of out-of-class study.

Type of Class	Hours in Class Per Week	Preparation (Outside Classroom)
Lecture	1	2
Lab	2	1
Supervised Occupational Experience/Internship	3*	0

A management education credit is used as the basis for implementing all management programs. It consists of thirty-six hours of student effort with a minimum of three hours of formalized instruction delivered via classroom, group, or on-site, or a combination of these; and thirty-three hours of application by the student to his/her business.

All courses require an equivalent amount of time regardless of delivery format.

*Some programs may differ in hours per week. Consult program advisor.

Date of Implementation:

Date of Adoption: 06/02/04

Date & Subject of Revisions: 05/09/06 AASC Reviewed
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01/27/09 Reviewed and Revised
04/15/09 Revised by Deans & Supervisors
05/05/09 Reviewed by AASC
06/10/09 Approved by Cabinet
03/26/10 Reviewed
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01/18/12 Recommended Changes by Distance Education Committee
03/19/13 Reviewed
04/07/14 Reviewed
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