

**University of Michigan School of Kinesiology
Credit Hour Policy
Current Practices and Procedures- November, 2020**

The University of Michigan Provost's Office* defines credit hour allocation as follows:

GUIDANCE

Course credit is based on contact hours, which is defined as time spent by students engaged with the course instructor. For each credit earned per full academic term, students are expected to receive at least one contact hour of instruction and perform at least two to three hours of work outside of class each week. This guidance should be adapted appropriately for courses of durations other than full term (minicourses, half-term courses, or other curricular structures). Labs are expected to meet for at least two hours for each credit earned. It is generally accepted that 50-60 minutes is equivalent to one hour in determining the credit hour standard.

RATIONALE

The guidance provided above applies the federal definition of the credit hour policy to the UM-Ann Arbor. The current federal definition of a credit hour (34 CFR 600.2) states that for each credit earned, students must engage in a minimum of one hour of faculty-led instruction or academic engagement and at least an additional two hours of work outside of class each week for approximately 15 weeks.

It also states that an equivalent amount of academic engagement is required on the part of the student who participates in other academic activities for which the institution awards credit hours. These activities could include independent studies, internships, experiential learning, or similar activities that are integrated into the formal curricula of a school or college. Hybrid and online courses require an equivalent amount of instruction and student work as required by in-person courses."

School of Kinesiology Credit Hour Policy

Course Credits are Based on Contact Hours with Instructor

The School of Kinesiology's Credit Hour Policy is in line with the university allocation of credit hours.

Policy**

Course credit is based upon contact hours (time spent in class with the instructor or supervisor) for all Kinesiology courses. For undergraduate courses, this means one contact hour per credit for Lectures, Discussions, Recitations, Seminars, Clinical Experiences and Internships, including allowances for special pedagogies such as flipped or blended classes (or other forms of academic engagement). For each credit earned, students are expected to spend at least 2 hours of work each week outside of class.

The same rule also applies to experiential and independent study courses. With exceptions, labs that meet in an actual laboratory classroom such as used in Exercise Physiology, Biomechanics, Motor Control, Athletic Training, IONM, must meet for at least 2 hours for each credit earned. Exceptions shall be granted on a course-by-course basis and under truly special circumstances, at the program level. A program may appeal for an exception to the policy by contacting the Associate Dean for Undergraduate Affairs who will direct the appeal to the CIC and EC.

Additionally, the School of Kinesiology follows the university's guidance for the number of weeks in the semester. This is typically 15 weeks per semester.

The School of Kinesiology's graduate program follows U-M Rackham Graduate School's guidelines for assignment of credit hours.

<https://rackham.umich.edu/faculty-and-staff/resources-for-directors/guidelines-for-graduate-course-approval/assignment-of-credit-hours/>

Verification of Policy

Under the guidance of the University of Michigan's Registrar's Office, the School of Kinesiology will verify adherence to credit hour policies in each school and program.

REFERENCE: Based on the **University of Michigan College of Literature, Science, and the Arts' Credit Policy, (personal communication, School Registrar, U-M LSA).

University and School of Kinesiology Program Credit Information

The following information addresses specific activities by class type and by program.

Definitions

The following link provides the University of Michigan Registrar's Office's definitions key:
<https://ro.umich.edu/calendars/schedule-of-classes/key>

Lectures, Special Topics and Seminars

Lectures and most Special Topics are primarily one-way communication of prepared discourse from instructor to students. For seminars, students prepare materials and lead discussion under instructor's guidance.

- One contact hour per one credit hour
- Rare exceptions are approved by the Program Chair

Laboratory

Instructor supervises investigations by the class.

1. Labs are usually a component of a combined lecture/lab course, with earned credits tied to the lecture section.
2. When offered as a separate lab course by our programs and not as a component of a combined lecture/lab course, students typically earn 1 credit per 2 contact hours per week.

Clinical Experiences

1. Athletic Training MS Curriculum

The Athletic Training MS curriculum follows U-M Rackham Graduate School's guidelines for assignment of credit hours.

<https://rackham.umich.edu/faculty-and-staff/resources-for-directors/guidelines-for-graduate-course-approval/assignment-of-credit-hours/>

2. IONM Program

The IONM program's formula for addressing credit to contact hours was based upon the general principle that students enrolled in traditional courses spend 2-3x their time spent in class on studying outside of class. For example, a student enrolled in a 3-credit course is expected to spend 6 – 9 (2 to 3 x 3) hours per week studying outside of class. This would bring their total time commitment for the course from 9-12 hours/week. Over the past 4 years, students have averaged 125 – 150 clinical hours per semester during which they were enrolled in a 3-credit clinical rotation. This approximates to 9.5 – 11.5 hours /week. Students spend a small amount of time outside of clinical hours prepping for or debriefing from cases, but this is likely on the range of an hour to an hour and a half per week (totaling 10.5 – 13 hours/week). We believe that this credit to contact ratio of 3:10.5 – 13 is reflective of the typical time commitment an upper-level undergraduate student would dedicate to a seated class.

NOTE: **Athletic Training** and **IONM** are accredited programs within the University of Michigan School of Kinesiology

Internship Experiences

1. Sport Management

Regarding internships, our policy for SM 290 (Level 1 students) and SM 403 (Level 2 students) is that 50 hours of work equates to 1 credit hour. In order for students to earn 3 credits, they must work at least 150 hours on the internship.

The stated policy on the SM 290 / 403 forms is the following:

“A student must intern for a minimum of 50 hours; 50 hours are necessary for each earned credit (50 hours interned = 1 credit, 100 hours interned = 2 credits). Students may choose to intern for additional hours beyond those that they are eligible to receive for credit.”

2. Applied Exercise Science and Movement Science

AES290 AES403 MVS390 & MVS403- A student must intern for a minimum of 50 hours; 50 hours are necessary for each earned credit (50 hours = 1 credit, 100 hours = 2 credits, 150 hours = 3 credits, 200+ hours = 4 credits). Students may choose to intern for additional hours beyond those that they are eligible to receive for credit.