

## Credit Hour Guidelines for Other Types of Courses

**Non-credit-bearing Laboratory Sections** Most laboratory sections on campus are non-credit bearing but impact the grade of the co-requisite course. Student time spent in these laboratory sections will be factored into the out-of-class student work requirement of the co-requisite lecture section.

**Credit-bearing Laboratory Courses** One unit of credit will be awarded for credit-bearing laboratory courses for at least two hours (100 minutes) of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately 10 weeks.

**Independent Study** Independent study is advanced critical study or research on a specific topic under the guidance of a faculty member in a department. Students may register for course 400 in the related academic department with the permission of the faculty member and the department chair. No more than 6 credits in independent and directed studies combined may be applied toward the Bachelor of Arts. In one term, no more than 1 credit of independent study and 1 credit of directed study may be earned in a given department. One unit of credit will be awarded for 4-4.5 hours of student work per week for approximately 10 weeks.

**Directed Study** Directed study is study of a particular topic of interest under the direction of a faculty member. Students may register for courses 199, 299, 399 and 499 in departments that offer directed study. Permission is required from the department chair and the instructor. No more than 6 credits in independent and directed studies combined may be applied toward the Bachelor of Arts. In one term, no more than 1 credit of independent study and 1 credit of directed study may be earned in a given department. One unit of credit will be awarded for 4-4.5 hours of student work per week for approximately 10 weeks.

**Private Study** In exceptional cases, a student who is a graduation candidate and who critically needs a course may take a desired course through private study with an instructor. The student must petition the Committee on Advanced Standing and Degrees for final approval. The student is responsible for all fees above and beyond regular tuition. For information, students should consult their advisor, a faculty member and the dean of the college. One unit of credit will be awarded for 4-4.5 hours of student work per week for approximately 10 weeks.

**Music Lessons** The music department offers lessons for college credit in all orchestral and band instruments, piano, harpsichord, organ, guitar, voice, drum set, world hand drumming, conducting, composing and improvisation. Lessons are scheduled individually with the instructor. One unit of credit is awarded for a 30-minute one-on-one 10-week lesson and three to six hours of student work per week outside of class for approximately 10 weeks.

**Internships** A minimum of 40 on-site hours are required for any internship. Internships range from 0-9 credits and span varying time frames. While 40 on-site hours are required for a 1-credit internship, additional credits require 37-40 hours of student work for each unit of credit awarded. Community internship partners must be approved by the department chair and/or Office of Internship Services, and on-site supervisors must agree to place the student in a position that will benefit the organization and the student's education in a meaningful manner. A reflective component is required for successful completion of any internship.