

## Assignment of Credit Hours Policy

### I. Policy Statement

In accordance with the WASC Senior Colleges and Universities Commission (WSCUC)'s and California Northstate University's corresponding credit hour policies, CNU College of Medicine has defined an appropriate and fair amount of credit hours for medical students' time spent in lectures, workshops, integrated curriculum (see section IV, number 4), and clinical hours, including homework and preparation time.

### II. Purpose

To ensure consistent and appropriate assignment of course credit hours based on the WSCUC's Policy on the Credit Hour and CNU's Policy on Credit Hours.

### II. Scope/Coverage

All courses at CNUCOM are included.

### III. Procedure

A. Course syllabi are reviewed every semester by the Associate Dean of Medical Education or the Assistant Dean of Curriculum, in collaboration with the Curriculum Committee, to ensure that course credits remain consistent with course content and course schedules have the appropriate amount of class time, including the appropriate amount of out-of-class (self-study or homework) time.

B. For each course, the following credit hour assignments are used:

1. 1 credit hour for every 15 lecture hours and 30 preparation/homework hours.
2. 1 credit hour for every 25 workshop hours and 25 preparation/homework hours.
3. 1 credit hour for every 30 laboratory hours and 30 preparation/homework hours.
4. 1 credit hour for every week with scheduled at least 40 hours in an integrated curriculum, including:
  - a. Mixed methods of teaching [e.g., lecture, small group, TBL, PBL, flipped classroom, clinical skills, patient encounter, etc.]
  - b. Assigned self-preparation time.
5. 1 credit hour for every week with assigned at least 36 clinical hours during clerkship or other clinical rotations.

#### *Approval record:*

APPROVED: PEC: 3/17/21

APPROVED: FEC: 3/12/21

APPROVED: CC 2/11/21

APPROVED: CC 6/23/15

Office of Responsibility: Office of Medical Education

REVIEW: every three years (or more often if required)

REVIEW 1: October 2015