

# Academic Credits Policy

## Scope

Applies to all students when taking courses/credits at the Mayo Clinic School of Health Sciences (MCSHS).

## Purpose

To provide uniformity across MCSHS programs.

To provide a fair basis for charging tuition as defined in the MCSHS tuition policy.

To support student eligibility for financial aid.

## Policy

- MCSHS follows the U.S. Department of Education definition of credit hour.
- One didactic credit represents 16 hours of classroom or other direct faculty instruction, and includes directed online activities, e.g., discussion boards, quizzes, videos, etc., and timed examinations.
- One laboratory credit represents 32 hours of scheduled laboratory work.
- One clinical credit represents 64 hours of scheduled clinical work.
- Exceptions to the laboratory or clinical hours may be granted by MCSHS for Masters and Doctorate level programs.
- Variations to this policy must be approved by the MCSHS Education Committee and must comply with the federal definitions.

## Policy Notes

N/A

## Related Procedures

N/A

## Related Documents

Mayo Clinic College of Medicine and Science Academic Credits Calculation Guideline (TBD)

## Definitions

**Credit hour** (definition from the U.S. Department of Education): An amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally

established equivalency that reasonably approximates not less than:

- One hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately fifteen weeks for one semester or the equivalent amount of work over a different amount of time; or
- At least an equivalent amount of work as required in paragraph (1) of this definition for other academic activities as established by the institution, including laboratory work, internships, practica, studio work, and other academic work leading to the award of credit hours.
- Credit hours can be rounded to the nearest half-credit.
- The total hours of instruction should be used to determine credit hours for courses offered in summer session or any term that is not approximately sixteen weeks in length.

**Semester:** MCSHS operates on an academic year divided into two semesters of approximately 16 weeks each (fall and spring) as well as a summer session which is variable in length.

## References

N/A

## Effective Date Current Version

09/28/2020