

Credit Hour/Instructional Contact Time Relationship

per June 30, 1976 Memorandum to Presidents from the SUNY Vice Chancellor for Academic Programs
available on the Web at https://www.suny.edu/sunypp/documents.cfm?doc_id=168 (rev. location 10/15/15)

- page 1 of 2 -

Note: The following times are based on a 15-week semester. Courses meeting for less than 15 weeks would require proportionate adjustments.

Lecture, seminar, quiz, discussion, recitation

With normal expectation of two hours per week of student outside study, per credit

Number of credits	Total instructional minutes per week	= Total instructional hrs. per week	= Total instructional hrs. per semester	Min. hrs. per wk. student/outside study
1	50	0 hrs. 50 min.	12.5 hrs.	2 [x 15 weeks = 30 hrs.]
2	100	1 hr. 40 min.	25 hrs.	4 [x 15 weeks = 60 hrs.]
3	150	2 hrs. 30 min.	37.5 hrs.	6 [x 15 weeks = 90 hrs.]
4	200	3 hrs. 20 min.	50 hrs.	8 [x 15 weeks = 120 hrs.]

Activity supervised as a group

Laboratory, field trip, practicum, workshop, group studio

A) With little or no outside preparation expected of student

Number of credits	Total instructional minutes per week	= Total instructional hrs. per week	= Total instructional hrs. per semester
1	150	2 hrs. 30 min.	37.5 hrs.
2	300	5 hrs.	75 hrs.
3	450	7 hrs. 30 min.	112.5 hrs.
4	600	10 hrs.	150 hrs.

B) With substantial outside preparation expected of student [normal expectation of two hours per week of student outside study, per credit]

Number of credits	Total instructional minutes per week	= Total instructional hrs. per week	= Total instructional hrs. per semester	Min. hrs. per week student/outside study
1	100	1 hr. 40 min.	25 hrs.	2 [x 15 wks. = 30 hrs.]
2	200	3 hrs. 20 min.	50 hrs.	4 [x 15 wks. = 60 hrs.]
3	300	5 hrs.	75 hrs.	6 [x 15 wks. = 90 hrs.]
4	400	6 hrs. 40 min.	100 hrs.	8 [x 15 wks. = 120 hrs.]

Credit Hour/Instructional Contact Time Relationship

per June 30, 1976 Memorandum to Presidents from the SUNY Vice Chancellor for Academic Programs
available on the Web at https://www.suny.edu/sunypp/documents.cfm?doc_id=168 (rev. location 10/15/15)

- page 2 of 2 -

Note: The following times are based on a 15-week semester. Courses meeting for less than 15 weeks would require proportionate adjustments.

Supervised individual activity

Independent study, individual studio [see bottom of page for *full-time* independent study]:

Defined as study given initial guidance, criticism, review and final evaluation of student performance by a faculty member

Number of credits	Total minutes per week	= Total hrs. per week	= Total hrs. per semester
1	150	2 hrs. 30 min.	37.5 hrs.
2	300	5 hrs.	75 hrs.
3	450	7 hrs. 30 min.	112.5 hrs.
4	600	10 hrs.	150 hrs.

Tutorial:

Defined as study which is given initial faculty guidance followed by repeated, regularly scheduled individual student conferences with a faculty member, and periodic as well as final evaluation of student performance

Number of credits	Total regularly scheduled instructional hrs. per semester
1	15 hrs.
2	30 hrs.
3	45 hrs.
4	60 hrs.

Full-time independent study

Student teaching, practicum

Number of credits	Total weeks of full-time work
1	1
2	2
3	3
4	4