

**Credit Hour Policy.** The definition of a credit hour for Carl Sandburg College constitutes a formalization of policy in order to ensure compliance with federal regulations and accreditation expectations. A credit hour is defined as an amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency.

The credit hour is the basic unit of academic credit granted by Carl Sandburg College. The college utilizes the Carnegie Unit as the basis for the credit hour. One semester credit equals 50 minutes of faculty instruction time per week for a minimum of 15 weeks along with a minimum of two hours of out of class student work each week during the semester for each credit hour. An equivalent amount of work is required for all forms of learning activities, such as online, blended, laboratory work, studio work, and courses meeting on a shortened schedule.