

SEMESTER DEFINITION AND CREDIT HOUR POLICY (COLLEGE)

Responsibility of	Dean of the College
Reviewed by	Academic Planning Committee
Approved by	Education Team May 23, 2014
Reviewed	February 19, 202; April 23, 2025
Next Review	2030

POLICY OVERVIEW

This policy states the definition of “semesters” for Briercrest College and indicates expectations for number of hours in instruction and assignments per course.

PRINCIPLES

This policy is guided by the principles of integrity and transparency.

SCOPE

The policy applies to all undergraduate students and faculty.

POLICY STATEMENT

Each semester at the college is a minimum of 15 weeks long. The fall semester begins September 1 and ends December 23; the winter semester begins January 1 and ends with college modular week(s); and the summer semester begins following college modular week(s) and ends August 31.

Most courses are three credit hours. A credit hour is a value assigned to a course that indicates its relative weight within the student program. In order to achieve the intended learning outcomes, students should expect to invest 40-50 hours per credit hour (including lectures, tutorial and labs, research and writing, etc.). In a typical 3 credit hour class, then, students should expect to invest 120-

150 hours in course-related work. How those hours are invested will of course vary depending on both the nature of the course and the nature of the delivery.

PROCEDURES

Application of credit hour policy

This credit hour policy applies to all courses at all levels (undergraduate and graduate) that award academic credit (i.e., any course that appears on an official transcript issued by Briercrest College and Seminary) regardless of the mode of delivery including, but not limited to, specialized study, online, hybrid, lecture, seminar, and laboratory. Faculties are responsible for ensuring that credit hours are awarded only for work that meets the requirements outlined in this policy.

Courses that have less structured classroom schedules, such as research seminars, independent studies, internships, practica, studio work, or any other academic work leading to the award of credit hours, at a minimum, should state clearly learning objectives and expected outcomes and workload expectations that meet the standards set forth above.

APPENDIX A

Related Forms/Policies	
Where is this policy published	Faculty Handbook, Website
Contact Information	Dean of the College