

**PENNSYLVANIA STATE SYSTEM OF HIGHER EDUCATION
BOARD OF GOVERNORS POLICIES, SYSTEM ACADEMIC AND FINANCIAL PROCEDURES AND DATA COLLECTION
DEFINITIONS**

Title:	Length of Class Meeting Times
Category:	Schedule of Classes
Reference Number:	SA-040

Description/Explanation of Item:

The length of class meeting times is defined as the number of contact hours per week per course credit hour. The Universities have different contact hour requirements per credit hour.

Action:

Universities must conform to the standard contact hours established by the State System.

Definition of academic credit hour: One semester academic credit hour is the equivalent to a minimum of 700 minutes of instruction (50 minutes x 14 weeks), exclusive of time for final examination. This is equivalent to 35 hours of instruction plus time for final examination for a three credit-hour course.

Universities will develop internally consistent policies to handle labs, music lessons, internships, etc.

NOTE: This definition is for traditional classroom (face-to-face) instruction. Language will need to be added to this procedure for blended and on-line courses.