

### Federal Credit Hour Compliance Course Audit Form

Course Prefix: \_\_\_\_\_ Course Title: \_\_\_\_\_

Instructor: \_\_\_\_\_

Credit Hours \_\_\_\_ Total \_\_\_\_ Theory \_\_\_\_ Lab

Semester: \_\_\_\_\_

Delivery Format: \_\_\_\_\_

Course Component	Aligned to Course Objective	Average Hours per Occurrence	Number of Occurrences		Total Hours	
			In	Out	In	Out
Assignment		1				
Blogs		1				
Case Study		2				
Chat Rooms		.5				
Clinical case analysis/transcription		2.5				
Clinical field application		2				
Clinical Supervision (on-site)		1.25				
Consultation/Meeting/Conference		1.25				
Discussion Boards		1.5				
Exam		3				
Field Trips		2				
Fieldwork		6				
Group activity – writing		1				
Group activity – reading		1				
Group or organization participation		2.5				
Group project		1				

Hands-on, simulated active learning (in on-line environment)		1				
Instructive feedback		.5				
Lab activity		1				
Lecture (synchronous or asynchronous)		1				
Library guidance/overview of resources		1				
Course Component	Aligned to Course Objective	Average Hours per Occurrence	Number of Occurrences		Total Hours	
			In	Out	In	Out
Multimedia		1				
Observation/consultation		1.5				
Orientation to syllabus/course guide/responsibilities and policies		1				
Orientation to technology		1.5				
Papers/essays		2.5				
Portfolios		3				
Practice/simulation		1.5				
Presentations		1				
Quizzes		.5				
Reading assignments		.25				
Reflective writing/journal		.25				
Research		2				
Self or peer assessment		1				
Service learning		1.5				
Statistical analysis		.25				
Student project		1				
Tutorials		1				

Work plan analysis		1.5				
Total In-class Course Component Hours: Lecture						
Lab						
Total Out-of-class Course Component Hours: Lecture						
Lab						

### Part III: Audit Findings

Please identify how the result of *Total Semester Hours* calculated in Part III compare to *Credit Hours Currently Awarded*

<input type="radio"/> less than		
<i>Total Semester Hours are</i>	<input type="radio"/> the same as	<i>Credit Hours Currently Awarded.</i>
<input type="radio"/> more than		

### Reference Chart

	Credit Hours (Lect./Lab)	Total Hours In Classroom		Total Hours Outside Classroom		Total Hours
		Lecture	Lab	Lecture	Lab	
.5 credit	.5 (.5/0)	7.5	0	15	0	22.5
	.5 (0/1)	0	15	0	7.5	22.5
1 credit	1 (1/0)	15	0	30	0	45
	1 (0/2)	0	30	0	15	45
	1 (0/3)	0	45	0	22.5	67.5
	1 (.5/1)	7.5	15	15	7.5	45
	1.5 (1/1)	15	15	30	7.5	67.5
	1.5 (1/1.5)	15	22.5	30	11.25	78.75
2 credits	2 (2/0)	30	0	60	0	90
	2 (1/2)	15	30	30	15	90
	2 (1.5/1)	22.5	15	45	7.5	90
	2 (0/4)	0	60	0	30	90
	2 (0/6)	0	90	0	45	135
	2.5 (2/1.5)	30	22.5	60	11.25	123.75
3 credits	3 (3/0)	45	0	90	0	135
	3 (1.5/5)	22.5	75	45	37.5	180
	3 (1.5/3)	22.5	45	45	22.5	135
	3 (1/4)	15	60	30	30	135
	3 (.5/5)	7.5	75	15	37.5	135

	3 (2/2)	30	30	60	15	135
	3 (2.5/1)	37.5	15	75	7.5	135
	3 (2.5/1.5)	37.5	22.5	75	11.25	146.25
	3 (0/6)	0	90	0	45	135
	3 (0/9)	0	135	0	67.5	202.5
	3.5 (2/3)	30	45	60	22.5	157.5
4 credits	4 (4/0)	60	0	120	0	180
	4 (3/3)	45	45	90	22.5	202.5
	4 (3/2)	45	30	90	15	180
	4 (2/4)	30	60	60	30	180
	4 (2/12)	30	180	60	90	360
	4 (1.5/5)	22.5	75	45	37.5	180
	4 (1/6)	15	90	30	45	180
	4 (1/9)	15	135	30	67.5	247.5
	4 (.5/7)	7.5	105	15	52.5	180
	4 (0/8)	0	120	0	60	180
	4.5 (4.5/0)	67.5	0	135	0	202.5
5 credits	5 (5/0)	75	0	150	0	225
	5 (4/3)	60	45	120	22.5	247.5
	5 (4/2)	60	30	120	15	225
	5 (3/4)	45	60	90	30	225
	5 (2/6)	30	90	60	45	225
6 credits	6 (6/0)	90	0	180	0	270
	6 (4/4)	60	60	120	30	270
	6 (1/15)	15	225	30	112.5	382.5
	6 (1/10)	15	150	30	75	270
	6 (0/18)	0	270	0	135	405
7 credits	7 (6/2)	90	30	180	15	315
	7 (4/6)	60	90	120	45	315
10 credits	10 (2/24)	30	360	60	180	630
11 credits	11 (6/10)	90	150	180	75	495

The reference chart represents typical credit hour scenarios for SIC courses.

To calculate classroom hours:

Lecture: total lecture credit hours x 15

Lab: total lab credit hours x 15

To calculate outside classroom hours:

Lecture: in-classroom lecture hours x 2

Lab: in-classroom lab hours ÷ 2

Courses that are fieldwork or internship based will be calculated using the total semester contact hours as the equivalent amount of work required. If you do not see the credit hours for your course listed on the chart and you need assistance, please contact the Academic Services office.