

AWARDING CREDIT BASED ON THE CARNEGIE UNIT

The [State Council of Higher Education for Virginia](#) (SCHEV) mandates use of the “Carnegie Unit” in awarding academic credit. SCHEV and the Carnegie Foundation make a distinction between different types of credit. The formulas below provide **guidance for the *minimum* amount of work** students must do for the number of credits earned. If students fail to meet this standard, then the student’s grade should reflect that.¹ For the purposes of calculating credits, [SCHEV defines 1 credit hour](#) as 50 minutes long.

Number & Type of Credits	Number of Hours Per Week	Number of Hours Per Semester
1 credit of lecture or seminar	1 hour of scheduled class/seminar time (minimum) 2 hours of homework (minimum)	15 hours of class (minimum) 30 hours of homework (minimum)
<i>3 credits of lecture/seminar = 135 hours of academic work per semester (minimum)</i>		
1 practice/independent study hour • Calculate MAIS 798/799 this way.	3-4 hours of unsupervised student work (minimum)	45-60 hours of unsupervised student work (minimum)
<i>3 credits of MAIS 798/799 = 135-180 hours of academic work (minimum)</i>		
1 internship credit • Calculated as practice hours. • All experiential learning courses should be calculated this way.	3-4 hours of student work (minimum)	45-60 hours of student work (minimum)
<i>3 credits of experiential learning = 135-180 hours of academic work (minimum)</i>		
RED FLAGS:		
<ul style="list-style-type: none"> • A student requesting 3+ credits of experiential learning or MAIS 798/799 plus other courses and/or working. • A student requesting 3+ experiential learning credits or MAIS 798/799 in the shortened summer term. 		

¹ **Independent study:** The number of credits reflects the amount of work, while the grade reflects its quality.

Experiential learning: For experiential learning courses taken for a grade, the number of credits reflects the amount of work, while the grade reflects its quality. Experiential learning courses taken pass/fail should be handled like project/thesis credits.

Project/thesis credits: Grade options are limited to S (Satisfactory = complete & pass), NC (No Credit = complete & fail), or IP (In Progress = incomplete but neither pass nor fail). (IN for Incomplete is never an appropriate grade for these courses because it factors into the student’s GPA as an F.) Committee chairs may award an IP grade to require the student to register for an additional semester or an NC grade if a student is unwilling or unable to complete the work.