

## CLOUD COUNTY COMMUNITY COLLEGE

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TOPIC: Clock and Credit Hour Definition and  
Alternative Credit Equivalencies - Procedures

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Policy Number:  
D6

### Clock Hour Definition

As defined in 34 Code of Federal Regulations (CFR) §600.2, Cloud County Community College defines “clock hour” as a period of time consisting of

- A 50-60 minute class, lecture, or recitation in a 60 minute period;
- A 50-60 minute faculty-supervised laboratory, shop training, or internship in a 60 minute period.

### Credit Hour Definition

The State of Kansas defines credit hours in KS 88-26-4, as

- 1 credit hour is awarded for 750 minutes of class instruction, lecture, or recitation plus time allotted for a final exam
- Credit hour is awarded for 1125 minutes of laboratory experience
  - Laboratory experience is defined as instructor-led experimentation, observation, or practice in a field of study.
- 1 credit hour is awarded for 2700 minutes of On the Job Training (OJT), internships, or clinical experience in health occupations
  - OJT, internship, and clinical experience are defined as supervised learning experiences in an on-campus or off-campus workplace setting alongside and/or with employers, employees, clients, or residents of healthcare facilities

## **Alternative Credit Equivalencies**

### Transfer of Credit

Credits from regionally accredited institutions of higher education are accepted as they apply to degree programs. Credits from institutions without regional accreditation will be evaluated on a case-by-case basis.

### Military Credit and Credit for Prior Learning

The Guide to the Evaluation of Educational Experiences in the Armed Services and The National Guide to Educational Credit for Training Programs are used in evaluating courses from the military or industry. Courses must be applicable to the student's program of study in order to be accepted. Both of the above guides are publications of the American Council on Education. The Office of Student Records should be contacted for an evaluation of all documents regarding credit for any testing or training program. Credit for Prior Learning (CPL) is the evaluation and assessment of an individual's learning obtained outside a formal academic

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setting. "Prior learning" includes the postsecondary-level knowledge and skills gained through work and life experiences, such as, but not limited to, employer and military training programs, industry certifications, non-credit postsecondary-level military training programs, industry certifications, non-credit postsecondary-level courses, and civic or volunteer experiences. CPL is awarded only for degree-seeking students. CPL is awarded on a course-by-course basis when the prior learning is equivalent to the learning outcomes in the postsecondary course.

Credits will be entered on a Cloud County Community College transcript upon the successful completion of 12 semester hours of work from Cloud County Community College.

### Credit by Examination

- A. Permission must be obtained from the Office of the Vice-President for Academic Affairs within the first two weeks of class.
- B. The student should enroll in the quiz-out course. If the examination is passed, the student will be dropped from the course and credit by examination noted on the transcript. The student may then enroll in a follow-up course. Enrollment in the quiz-out and follow-up course may not be done concurrently.
- C. A published examination fee will be charged for all attempted quiz-outs.
- D. Students will receive a grade for all courses successfully completed via the quiz-out method.

### CLEP, ACT, DANTEs

CLEP (College Level Examination Program) credit may be awarded for successful completion of both the general examination and subject examinations. Other tests are evaluated by the Vice-President for Academic Affairs on a case-by-case basis.