

## **Credit Hour Policy (Effective January 1, 2019)**

The Law School adheres to the federal<sup>1</sup> and ABA<sup>2</sup> definitions of a credit hour. ABA Standard 310(b) provides:

A “credit hour” is an amount of work that reasonably approximates:

- (1) not less than one hour of classroom or direct faculty instruction<sup>3</sup> and two hours of out-of-class student work<sup>4</sup> per week for fifteen weeks, or the equivalent amount of work over a different amount of time; or
- (2) at least an equivalent amount of work as required in subparagraph (1) of this definition for other academic activities as established by the institution, including simulation, field placement, clinical, co-curricular, and other academic work leading to the award of credit hours.<sup>5</sup>

The academic calendar at the Law School includes two fifteen-week semesters, the fall and spring terms, each of which includes a one week reading period/break from classes, and a two-week examination period. The summer term includes one seven week class session and a one-week examination period. The winter session is a one-week term with an examination, paper or project.

### **Credit for Classroom Instruction**

Students are required to complete 90 credit hours to graduate. Each hour of classroom credit is based on at least 50 minutes of direct faculty instruction. For each credit hour of classroom instruction, students shall spend, on average, a minimum of 2 hours (based on a 60-minute hour) on out-of-class work during the semester. Clinics and externship hours are calculated differently. See below for further explanation on the credit hour policy for clinics and externships.

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<sup>1</sup> 34 C.F.R. § 600.2 (2015), Regulations of the Offices of the Department of Education.

<sup>2</sup> ABA Standards and Rules of Procedure for Approval of Law Schools (2018-2019), Standard 310(b).

<sup>3</sup> “...fifty minutes suffices for one hour of classroom or direct faculty instruction.” Interpretation 310-1, ABA Standards and Rules of Procedure for Approval of Law Schools (2018-2019).

<sup>4</sup> “An ‘hour’ for out-of-class student work is sixty minutes.” Interpretation 310-1, ABA Standards and Rules of Procedure for Approval of Law Schools (2018-2019).

<sup>5</sup> ABA Standards and Rules of Procedure for Approval of Law Schools (2018-2019), Standard 310(b).

## **Fall and Spring Terms**

A four-credit course will ordinarily meet for 240 minutes, or 4 hours, each week for 12 weeks, followed by an examination period. Students are expected to spend, on average, a minimum of 560 minutes, or 9.3 hours, on out-of-class work per week during the semester.

A three-credit course will ordinarily meet for 180 minutes, or 3 hours, each week, followed by an examination period. Students are expected to spend, on average, a minimum of 420 minutes, or 7 hours, of out-of-class work per week during the semester.

A two-credit course will ordinarily meet for 120 minutes, or 2 hours, each week, followed by an examination period. Students are expected to spend, on average, a minimum of 280 minutes, or 4.7 hours, on out-of-class work per week during the semester.

A one-credit course will ordinarily meet for 60 minutes, or one hour, each week, followed by an examination period. Students are expected to spend, on average, a minimum of 140 minutes, or 2.3 hours, on out-of-class work per week during the semester.

If a class does not meet every week or does not have an examination, an equivalent amount of time will be allocated during the term to direct classroom instruction and student out-of-class work per week.

## **Summer Term**

A four-credit course will ordinarily meet for 400 minutes each week for 7 weeks, followed by an examination period. Students are expected to spend, on average, a minimum of 16 hours on out-of-class work per week during the term.

A three-credit course will ordinarily meet for 300 minutes each week for 7 weeks, followed by an examination period. Students are expected to spend, on average, a minimum of 12 hours on out-of-class work per week during the term.

A two-credit course will ordinarily meet for 200 minutes each week for 7 weeks, followed by an examination period. Students are expected to spend, on average, a minimum of 8 hours on out-of-class work per week during the term.

A one-credit course will ordinarily meet for 100 minutes each week for 7 weeks, followed by an examination period. Students are expected to spend, on average, a minimum of 4 hours on out-of-class work per week during the term.

If a class does not meet every week or does not have an examination, an equivalent amount of time will be allocated during the term to direct classroom instruction and student out-of-class work per week.

## Winter Session

A one-credit course will ordinarily meet for 750 minutes during the week. Students are expected to spend, on average, a minimum of 30 hours on out-of-class work during the week or an equivalent number of hours over a longer period of time if a paper or project is due on a date after completion of the winter session class.

## Credit for Clinics and Externships

Each Law School clinic and externship placement includes a classroom component. The amount and level of credit awarded in each clinic or externship placement depends on the amount of time allocated to the classroom component and to student clinical and extern work. Depending on the clinic or extern placement, students will spend at least 42.5 hours in out-of-class work during the term for each hour of academic credit earned. In addition, students enrolling in a clinic or externship for the first time must attend a required orientation. Students are responsible for keeping a log of their hours for review by a faculty member at the end of each semester.

### *Clinics*

Students enrolled in a clinic for the first time are required to attend weekly class sessions as set forth in the chart below and must devote, on average, a minimum of the following hours of out-of-class work per week over a twelve-week semester.

# of Credits	Class Meeting Hours	Out-of-Class Work
2	2 hours per week	5 hours per week
3	2 hours per week	8.5 hours per week
4	2 hours per week Patent Clinic and Probate & Estate Planning Clinic Only	12 hours per week Patent Clinic and Probate & Estate Planning Clinic Only
4	3 hours per week	11 hours per week
5	3 hours per week	14.5 hours per week
6	3 hours per week	18 hours per week

### *Continuing Clinic Students*

Students who have completed one semester of a clinic may continue in that same clinic for a subsequent semester for two, three, or four credits, with the approval of the clinic instructor. The number of credits is to be determined by the student and instructor. All continuing clinic students are required to attend six one-hour class sessions scheduled throughout the semester and to

contribute to clinic orientation. Students enrolling as a continuing clinic student must devote, on average, a minimum of the following hours of out-of-class work per week, over a twelve-week semester:

<u>No. of Credits</u>	<u>Out-of-class work</u>
2 credits	7 hours
3 credits	10.5 hours
4 credits	14 hours

### ***Externships***

Students enrolled in externships for the first time must attend a seminar. Students enrolled in externships for a second time must attend individual and group meetings led by the Externship Program Director. Students enrolled in Residency Externship-Public Policy attend a corresponding seminar. Please see registration materials for the externship seminar or meeting schedule.

Students enrolled in an externship must devote, on average, the following hours of out-of-class work for the externship placement per week:

<u>No. of Credits</u>	<u>Hours at Placement</u>
2 credits	8 hours (over 10 weeks)
3 credits	12 hours (over 10 weeks)
4 credits	16 hours (over 10 weeks)
9 credits	34 hours (over 12 weeks)
10 credits	37.5 hours (over 12 weeks)
11 credits	35 hours (over 14 weeks)
12 credits	38.5 hours (over 14 weeks)

Travel time does not count for hours. Academic credit is awarded on a pass/fail basis.

### **Credit for Independent Study**

Students enrolled in Independent Study are eligible to receive one hour of academic credit for performing at least 60 hours on the assignment during the term in which the student is enrolled. Students are responsible for keeping a log of their hours and submitting the log to the supervising faculty member at the end of the semester. Academic credit is awarded on a pass/fail basis.

### **Credit for Student-Edited Law Journals**

Student members of law journals are eligible to receive one hour of academic credit per semester for performing at least 60 hours of academically-related work, which may include completion of a note or comment, reading and evaluating journal submissions, and editing and cite-checking articles. Students on the board of editors who are performing editorial functions for the law journals are eligible to receive up to two credits per semester for performing at least 100 hours of academically-related work. Students are responsible for keeping a log of their hours for review

by the faculty advisor of the journal at the end of each semester. Academic credit is awarded on a pass/fail basis.

### **Credit for Moot Court, Mock Trial, and ADR Competitions**

Depending on the competition, students who participate in Mock Trial, Moot Court and ADR competitions are eligible to receive up to two hours academic credit per semester for each 45 hours of academically-related work, including brief writing, appellate advocacy, trial advocacy, negotiation, mediation, or arbitration (and excluding time to travel to competitions). Students are responsible for keeping a log of their hours for review by a faculty member at the end of each semester. Academic credit is awarded on a pass/fail basis.

### **Credit for Teaching Assistants**

Students who serve as teaching assistants in the Academic Support Program, the Legal Writing Program, or the Professional Identity Program are eligible to receive one hour of academic credit per semester for performing at least 50 hours of academically-related work, including mentoring students in study skills, time management, exam preparation, legal writing, or other critical academic skills. Students are responsible for keeping a log of their hours for review by a faculty member at the end of each semester. Academic credit is awarded on a pass/fail basis.