

Benedictine College
School of Business
Credit Hour Compliance Policy Statement

The Benedictine College School of Business understands the need for rigorous student work standards commensurate with expectations of the Higher Learning Commission, the U.S. Department of Education, and consistent with overarching Credit Hour Compliance Policies set by Benedictine College. Accordingly, the School of Business adopts the following standard allowances for student work activity both inside and outside of the classroom.

Student Work Activity	Standard Unit of Measure	Standard Minutes per UOM
Assigned Readings	page	5
Writing	page	30
Problem Sets	set	90
Technology-aided Learning	actual run time	
Oral Presentation Preparation	mins presentation time	15
Service Learning/Civic Engagement	actual time spent	
Lab, Studio, or Practice Time	N/A	
Research	page	60
Individual Projects	(see other categories)	
Group Projects	(see other categories)	
Simulations/Practicums	decision	180
Study/Review	exam chapters covered	60
Case Studies	page	90
Other (Please specify)	varies	

As course syllabi are developed, student work assignments for a course will be categorized and multiplied by the appropriate unit of measure and minutes above to assess and insure compliance with Benedictine College Credit Hour Policies and those established by the Higher Learning Commission, U.S. Department of Education, and other relevant authoritative bodies.

Each syllabus will clearly spell out the outside-the-classroom workload expectations for students in categories using these same standards. Syllabi will be monitored and reviewed to insure course compliance, or in some situations, an adjustment to credit hours earned will be proposed to more accurately reflect the course requirements and related student workloads.