

# Academic Senate –October 3, 2019, 1<sup>st</sup> Reading - APPROVED

## **Chapter 4 – Academic Affairs**

### **AP 4024 Units-to-Contact-Hour Relationship**

#### **References:**

Title 5 Section 55002.5 and 55256.5; Program and Course Approval Handbook (California Community Colleges)

Victor Valley College establishes the following relationships between the number of units assigned to a given course and the number in the course outline:

For each 1 unit credit a minimum of:

- 18 lecture contact hours plus a minimum of 36 additional hours of related independent student work (total of 54 to 78 hours) OR
- 54 laboratory or activity contact hours.

The exception shall be:

- Work Experience and internship courses, which shall award credit in compliance with Title 5 specifications under section 55256.5 as follows: 1 unit for each 75 hours of paid work OR 60 hours of unpaid work.

As course contact hours increase, additional credit shall be awarded in half unit increments per the above standards. In addition, a course shall not be offered for zero (0) units.