



## **STANDARD ACADEMIC MEASUREMENT POLICY**

*These policies support and extend COMTA Accreditation Standard II.B.2. As such, institutions and programs (as applicable) must demonstrate compliance to both.*

*STATEMENT OF PURPOSE: Institutions and programs should ensure that students are receiving the appropriate amount of education for which they are paying. Institutions and programs should neither under-award nor over-award hours and credits. Therefore, the following will be used to verify compliance with Standard II.B.2 in lieu of other regulations:*

The curriculum length is based on standard academic measures of course length and comply with the following calculations:

1. A clock hour is defined as a 60-minute block of time consisting of 50 minutes of instruction with appropriate breaks.
2. Programs may use academic credits even if other circumstances require the use of clock hours (i.e. financial aid). If so, the program must clearly label courses with both clock hours and academic credits.
3. Programs using a conversion to academic credits define the length in weeks for the academic term utilized according to the following: Semesters/trimesters = 14-17 weeks; Quarters = 10-12 weeks.
4. Semester or trimester academic credits use the following conversion: 1 credit = 15 hours of lecture, 30 hours of lab (clinical), or 45 hours of externship.
5. Quarter academic credits use the following conversion: 1 credit = 10 hours of lecture, 20 hours of lab (clinical), or 30 hours of externship.
6. If alternative calculations are used, the institution or program must substantiate the source of the conversion rate.