

## Credit Hour Policy

Auburn University at Montgomery defines one credit hour as the unit of work that includes no less than one 50-minute period of classroom or direct faculty instruction and completion of assignments that typically requires 2 to 2.5 hours of out-of-class student work each week for approximately fifteen weeks for one semester (or the equivalent amount of work over a different amount of time). AUM expects that for each credit hour awarded, an appropriately prepared student will complete an average of 3-3.5 hours of academic work per week over the length of a 15-week semester. The same general expectation of student work exists for credits awarded for practica, internships, activity courses, laboratory experiences, and distance learning courses, although there will be variations to accommodate differences among academic disciplines.

## Course Numbering System

The “Course Number” is the four-digit number for a specified course. Each course number must follow the Course Numbering System detailed below.

**XXXX 1st Digit** – This digit is used to designate the level of the course.

0XXX Developmental/Remedial – Non-college level

1XXX Undergraduate level courses primarily for freshman

2XXX Undergraduate level courses primarily for sophomores

3XXX Undergraduate level courses primarily for juniors

4XXX Undergraduate level courses primarily for seniors

5XXX Undergraduate level courses primarily for seniors/graduates

6XXX Graduate level courses

7XXX Graduate level courses

8XXX Graduate level courses

**XXXX 2nd and 3rd Digits** – These two digits are generally available for departments and schools to assign to courses. The following range of numbers restricted for use for common University courses.

X89X – Elective Credit for transfer courses for which AUM does not have equivalent courses

X90X – Independent Study (A course that is designed to be taught to an individual as a part of their degree requirements, outside the classroom setting, usually broad in scope, and content determined by the faculty member. The independent study is also used in lieu of a regularly scheduled base course when scheduling conflicts impair a student’s timely graduation.)

X91X – Practicum, Preceptorship

X92X – Internship

X93X – Directed Studies (On Campus)

X94X – Directed Field Experience (Field Studies away from campus)

X95X – Seminar/Colloquium

X96X – Readings

X97X – Special Problems/Special Topics (A course that is designed to be taught to an individual as part of their degree requirements, in or out of the classroom setting; courses are normally narrow in scope and focus on a particular area of course content.)

X98X – Non-Thesis Project/Comprehensive Examinations

X99X – Research, Thesis, and Dissertation

XXXX **4th Digit** – This digit designates the type of the course.

XXX0 – Base/Lecture Courses

XXX1 – Lab Supplement for Base/Lecture Courses

XXX2 – Performance Courses (Courses in which the student is the primary participant/presenter based on Instructor direction/guidance. Types of courses in this category include, but are not limited to, problem, recitation, studio, design, performance, and comprehensive examinations.)

XXX3 – Combination, Lab/Lecture Courses

XXX4 – Structured Application Courses (Courses, required or optional, that are designed to be applications in a workplace environment.)

XXX5 – Non-Thesis Project

XXX6 – No Designation

XXX7 – Honors Course

XXX8 – Honors Laboratory Course

XXX9 – Elective Credit for transfer courses for which AUM does not have equivalent courses