

CLOCK HOUR AND CREDIT HOUR BREAKDOWN FOR ACADEMIC PURPOSES - BY PROGRAM AND COURSE

INSTRUCTIONS: Please complete a separate page for **each** program by identifying the breakdown of clock hours for lecture, lab, and externship/internship. Additionally, identify the breakdown of credit hours used for **ACADEMIC PURPOSES**, using the Carnegie clock-to-credit hour conversion for lecture, lab, and externship.¹ Do **NOT** include homework hours in the total clock hours or credit hours.

School: _____ ACCET ID#: _____ Date: _____

Program Name: _____

Credit hours for this program are measured in (√ one): Semester Hours: _____ Quarter Hours: _____

NOTE: Course credit hours must be rounded down to two decimal places, unless the state imposes a different requirement.

COURSE TITLE/NUMBER	LECTURE HOURS		LABORATORY HOURS		EXTERNSHIP/ INTERNSHIP HOURS		TOTAL HOURS	
	Clock	Credit	Clock	Credit	Clock	Credit	Clock*	Credit*
TOTALS								

*Do **not** include hours for work outside of class (homework).

¹ The Carnegie clock-to-credit hour conversions for academic purposes is calculated for lecture, lab, and externship/internship as follows:

	Carnegie Clock-to-Credit Hour Conversions	
	Semester Credits	Quarter Credits
Lecture	15 clock hours to 1 semester credit	10 clock hours to 1 quarter credit
Lab	30 clock hours to 1 semester credit	20 clock hours to 1 quarter credit
Externship/Internship	45 clock hours to 1 semester credit	30 clock hours to 1 quarter credit