

## Instructional Time Guidelines

College of Lake County assigns all credit hours and instructional time in accordance with the Illinois Community College Board (ICCB) Administrative Rules.

### Section 1501.309

#### Course Credit Hour Determination

1. Credit hours for courses for which ICCB credit hour grants are to be claimed shall be determined on the basis of an expected 45 hours of combined classroom/laboratory and study time for each semester hour or 30 hours of such time for each quarter credit hour.
2. Courses with students participating in lecture/discussion-oriented instruction will be assigned one semester credit hour or equivalent for each 15 classroom contact hours of instruction per semester or equivalent. It is assumed that two hours of outside study will be invested for each classroom contact hour.
3. Courses in which students participate in laboratory/clinical-laboratory oriented instruction will be assigned one semester credit hour or equivalent for each 30-45 classroom contact hours of instruction per semester or equivalent. It is assumed that one hour of outside study will be invested for each two laboratory contact hours.
4. Students who participate in nonclinical internship, practicum, or on-the-job supervised instruction shall receive one semester credit hour or equivalent for each 75-149 contact hours per semester or equivalent and students who participate in clinical practicums shall receive one semester credit hour or equivalent for each 30-60 contact hours per semester or equivalent. It is assumed that one hour of outside study time will be invested from each two clinical practicum contact hours.

Contact hours are based on a 50-60 minute clock hour of instruction.

### Section 1501.303

#### Academic Calendar

1. The days of instruction prescribed in subsection (e)(1) shall include all days when there is a full schedule of classes and support services, but will exclude holidays, and days scheduled exclusively for registration, orientation, college-wide placement or assessment testing, faculty workshops, and final examinations.

For coursework that is not classroom based, such as online, blended, and independent study classes, the standard seat time policy does not apply because students are not expected to be in class for 15 classroom contact hours of instruction per semester, for one semester credit hour. However, students are expected to meet the same objectives and must complete equivalent amount of work as students participating in lecture/discussion-oriented instruction.