

Policy Name: Academic Classification - SCHS
Policy Number: ADM 3.16
Title of Policy Owner: Dean of Student Affairs
Policy Type: RHEI/Shared Services BSMCON SCHS SOMI
Approved by: RHEI Leadership Team
Effective Date: 8/1/2024
Version: 1.0
Policy Status: Approved

I. Policy

Academic Classification

II. Purpose

To provide the student academic classification and enrollment standards.

III. Scope

For all associates and students at Southside College of Health Sciences (SCHS).

IV. Definitions

Credit/Credit Hour: The number of credits awarded for a given course is determined by the number of lecture, lab, and/or clinical hours spent in class.

V. Policy Details

Student academic classification is based on the number of credit hours completed including transferred hours. Classification is as follows:

Classification	Credits
Freshman	0 – 29
Sophomore	30 – 59+

Enrollment standards:

Enrollment Status	Credits
Full-time	12 or above
Three-quarters time	9 - 11
Half- time	6 – 8
Less than half-time	1 - 5

Credit/Credit Hour Formula:

The following formula is used to calculate credit hours:

One standard semester credit is equal to:

- One hour of lecture per week for a semester or the equivalent number of hours.
- Two hours of lab per week for a semester or the equivalent of hours
- Three hours of clinical per week for a semester or the equivalent number of hours

One 8-week term (module) credit is equal to:

- Two hours of lecture per week for an 8-week term (module) or the equivalent number of hours.
- Four hours of lab per week for an 8- week term (module) or the equivalent number of hours.
- Six hours of clinical per week for an 8-week term (module) or the equivalent number of hours.

VI. Attachments

None

VII. Related Policies

ACA 3.06 College Grading System

VIII. Disclaimers

Nothing in this policy creates a contractual relationship between SCHS and any party. SCHS, in its sole discretion, reserves the right to amend, terminate or

discontinue this policy at any time, with or without advance notice.

IX. Version Control

Version	Date	Description	Prepared by
1.0	8/1/2021	Revised and new template	Executive Council
1.0	3/23/2024	Reviewed – No Changes	Dean of Student Affairs