

**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:

<b>Classification</b>	<b>Credits</b>
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