

School Procedures of the University of North Texas Health Science Center	Chapter 15 – School Procedures Student Affairs, Education and Funding
15.213 SBS - Courses of Instruction	

A semester credit hour (SCH) indicates one hour of instruction and two hours of independent work/study time per week in a 16-week course. Accelerated courses are adjusted accordingly; in an 8-week course, one SCH indicates two hours of instruction and four hours of independent work/study time per week. Factors in determining the semester credit hour values, such as type of course (lecture, laboratory, internship, etc.), may require proportional adjustment. Any adjustments will be outlined in the Schedule of Classes.

Individual courses of instruction are subject to change or withdrawal at any time and may not be offered each semester of every year. Any course may be withdrawn from current offerings if the number of registrants is too small to justify conducting the course.

Application.

This procedure applies to all courses offered in the School of Biomedical Sciences

Definitions.

None.

Procedures and Responsibilities.

1. Determine the number of contact hours per week.
Responsible Party: Instructor.

2. Publish course schedule.
Responsible Party: SBS Office of Student and Academic Affairs and Registrar.

3. Audit enrollment to determine if enrollment is large enough.
Responsible Party: The SBS Assistant Dean responsible for the course, SBS Office of Student and Academic Affairs.

4. Cancel courses with small enrollment.
Responsible Party: The SBS Assistant Dean responsible for the course, SBS Office of Student and Academic Affairs, and Registrar.

References and Cross-references.

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