

**UNIT/CREDIT HOUR CONFIGURATION**

Title 5 (§55002 and §55002.5) provides minimum hour-to-unit ratios and minimum unit increments at California Community Colleges. Specific hour-to-unit ratios and unit increments are defined locally (see AP 4090). At the Sequoias Community College District, 52.5 total student learning hours is equivalent to 1 unit of credit and the minimum unit increment is 0.5.

Title 5 (§55253) provides specific hour to unit ratios for Work Experience.

Units of credit for work experience education shall be calculated as follows:

- 1) work experience education offered as a credit course: one semester unit of credit will be awarded for every 52.5 hours of work experience. Units of credit may be awarded in increments of .5 units.

The Code of Federal Regulations defines clock hour programs (34 CFR 668). Clock hour programs are required to use the formula for calculating units of credit that is contained within the code.

The Superintendent/President, with mutual agreement of the Academic Senate, will develop an Administrative Procedure which will include necessary steps for permissible exceptions to the standard unit/hour configuration. See Administrative Procedure 4090.

Reference: Title 5, Sections 55002, 55002.5, 55253; Code of Federal Regulations: 34 CFR 668

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