



## **POLICY TITLE**

### ***Required Minimum Percentage of Program Credit Hours Earned at Southern University to Receive a Bachelor's Degree***

## **POLICY NUMBER**

**1-003**

<b>Responsible Unit:</b> <i>Office of Academic Affairs</i>	<b>Effective Date:</b> <i>01/10/2020</i>
<b>Responsible Official:</b> <i>Senior Associate Vice Chancellor for Academic Affairs</i>	<b>Last Reviewed Date:</b>
<b>Policy Classification:</b> <i>Academic Affairs</i>	<b>Origination Date:</b> <i>12/01/2019</i>

#### **I. POLICY STATEMENT AND RATIONALE**

The purpose of this policy is to establish the minimum percentage of program credit hours a student must earn from Southern University and A&M College to be awarded an undergraduate degree. This policy establishes that a minimum of 25% of the academic credit hours required by a degree program must be earned at Southern University and A&M College to receive an undergraduate degree. The University allows for the transfer of academic credits from other accredited institutions. The intent of this policy, however, is to ensure that regardless of the number of total credit hours transferred, 25% of the degree required credits must be earned at Southern University and A&M College.

This new policy ensures that Southern University and A&M College is in alignment with the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) Principles of Accreditation: Foundations for Quality Enhancement, Section 9.4 which states “at least 25 percent of the credit hours required for an undergraduate degree are earned through instruction offered by the institution awarding the degree.”

#### **II. POLICY SCOPE AND AUDIENCE**

The policy applies to all academic units, students, the Division of Enrollment Management and the Office of the Registrar.



### III. POLICY COMPLIANCE

Degree granting academic programs in the colleges and schools under the direction of the Office of Academic Affairs, Office of the Registrar, and units under the Office of Enrollment Management must ensure that at least 25 percent of the credit hours required for an undergraduate degree are earned through instruction offered by Southern University and A&M College.

### IV. POLICY DEFINITIONS

**Credit Hour** — A credit hour is the unit of measuring educational credit, usually based on the number of classroom hours per week throughout a term.

**Total Credit Hours** — Total credit hours are the maximum amount of credits require to earn a degree in a specific program.

**Transfer credit** — Transfer credit is the acceptance of prior learning represented in course units or credits applied and articulated on a student's academic transcript.

**Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)** — SACSCOC is the regional body for the accreditation of degree-granting higher education institutions in the Southern states. The mission of SACSCOC is to assure the educational quality and improve the effectiveness of its member institutions. Accreditation by SACSCOC signifies that the institution (1) has a mission appropriate to higher education, (2) has resources, programs, and services sufficient to accomplish and sustain that mission, and (3) maintains clearly specified educational objectives that are consistent with its mission and appropriate to the degrees it offers and that indicate whether it is successful in achieving its stated objectives.

### V. POLICY IMPLEMENTATION PROCEDURES

The Office of the Registrar will facilitate a degree audit on each of the respective graduates, ensuring that at least 25 percent of the credit hours required for an undergraduate degree are earned through instruction offered by Southern University and A&M College. Additionally, academic deans will be required to submit a copy of their program offerings with the total number of hours that can be transferred. Every three years, academic deans will conduct a program review in which they will certify that each of academic programs in their college is in compliance with this policy. If there are curriculum changes that occur intermittently, the academic dean will submit those changes to the Office of Academic Affairs.

### VI. POLICY RELATED INFORMATION

Additional information about SACSCOC Standard 9.4 can be found in the Resource Manual of the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) Principles of Accreditation: Foundations for Quality Enhancement at the following link:  
<http://www.sacscoc.org/pdf/2018%20POA%20Resource%20Manual.pdf>.


**VII. POLICY HISTORY AND REVIEW CYCLE**

This is a new policy. The effective date of this policy is determined by the approval dates and signatures of the chair of the Southern University System Board of Supervisors and the President-Chancellor of the Southern University and A&M College. This policy is subject to the System and Board approved five-year review cycle.

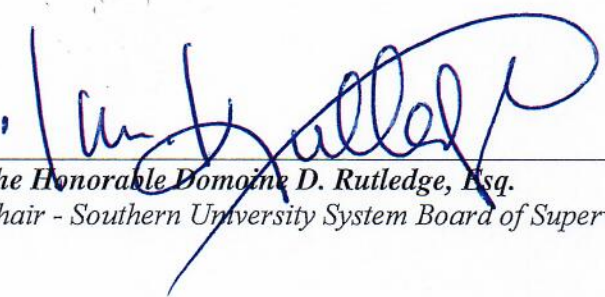
**VIII. POLICY URL**

The policies are archived at [www.sus.edu](http://www.sus.edu).

**IX. POLICY APPROVAL**

  
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*Ray L. Belton, Ph.D.*  
*President-Chancellor, Southern University and A&M College*

01/10/20  
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*Effective Date of Policy*

  
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*The Honorable Domoine D. Rutledge, Esq.*  
*Chair - Southern University System Board of Supervisors*

01/10/20  
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*Effective Date of Policy*