



**PONTIFICAL JOHN PAUL II INSTITUTE
FOR STUDIES ON MARRIAGE & FAMILY**
AT THE CATHOLIC UNIVERSITY OF AMERICA

Academic Credit Hour Policy

The John Paul II Institute adheres to the decades-old standard academic credit hour using the Carnegie unit formula. The Carnegie formula is represented by one hour of classroom or faculty instruction and a minimum of two hours of out-of-class work each week. As a general rule, the Institute's courses of instruction follow this weekly model for a total of fifteen weeks in each of its academic semesters. This includes approximately forty-five hours of academic work related to a specific field or academic area of study for courses required in its degree-seeking programs. For courses that meet on a compressed schedule, the required contact hours take place in fewer than fifteen weeks, but out-of-classroom course work may span up to the length of the academic semester. In all cases, regardless of a regular or compressed schedule of instruction, program outcomes serve as the course objectives, and the above parameters will be used in establishing the academic credit hour equivalency standards in all classes of instruction. Institute personnel are responsible for monitoring this policy on an ongoing basis.