

Academic Credit and Time Requirements

Credit and time requirements at Evangel University are based upon the following formulas:

Lecture Courses: One semester hour of credit equals 50 minutes of class instruction and at least two hours of outside work for the duration of 15 weeks.

Laboratory: 0-1 credit hour equals one, two, or three 50-minute recitation periods each week for 15 weeks.

Independent Studies: Students completing independent studies or courses acquire levels of knowledge, competence, and understanding comparable to that expected of students completing work in the standard time period.

The *Department of Music* credit and time requirements are based upon the following formulas:

Lecture Courses: One semester hour of credit equals 50 minutes of class instruction and at least two hours of outside work for the duration of 15 weeks.

Applied Lessons (private lessons): 1 hour of credit equals 25 minutes of private instruction weekly for 15 weeks. 2, 3, and 4 hours of credit equals 15 weekly 50 minute private instruction; students should acquire levels of knowledge, competence, and understanding comparable the number of requested credit hours.

Ensembles: .5 hour of credit equals 50 - 250 minutes of class instruction per week for the duration of 14 weeks. The length of each class is unique to each ensemble (i.e., Marching Band = 250 minutes, University Orchestra = 150 minutes per week, etc.).

Transfer of Credits

University policies concerning the transfer of credits into the institution are listed in the *University Catalog* (<http://www.evangel.edu/wp-content/uploads/2011/11/2010-12-Master-Catalog.pdf>). They include the following.

1. Transfer students are accepted from regionally accredited colleges/universities on the basis of transcripts and satisfactory student records. Credits may be granted for most standard university courses with grades of C- or higher.
2. In the evaluation of credits from institutions accredited by the *Association for Biblical Higher Education*, all general education, biblical studies, theology, and missions courses are accepted in transfer if Evangel University has generally equivalent courses. All transfer credits which exceed the maximum permitted in Frameworks (General

Studies Program) or in a major, concentration, or minor are listed on the transcript but may be counted only toward the total graduation requirement.

3. Except under unusual circumstances, no student who has been suspended from a previous college/university may be accepted for admission until he or she is eligible for readmission at that school. Students who have been on probation at other colleges/universities will enter with the same status upon admission to Evangel University.
4. No more than 64 semester hours of work from junior colleges may apply to a degree. To assure that a graduate of EU has had opportunity to experience the distinctive philosophy of the University as well as to demonstrate overall expertise in his or her area, a student must complete at least 12 semester hours of his or her major or concentration under Evangel University guidance and approval. For Education majors, in addition to the major, no more than 50 percent of professional education courses are accepted in transfer.
5. Transfer students classified as seniors must complete at least 30 semester hours of work in residence at Evangel University before qualifying for a degree. Those who transfer as Education majors are required to complete the equivalent of three semesters in residence at the University (two semesters to include a minimum of 30 semester hours plus the student teaching semester).
6. A student desiring to transfer credits from another college/university after initial enrollment at Evangel University must procure a Transfer Credit Approval Form and have it signed in advance for these courses by the advisor, the department chair relative to the course being transferred, and the Registrar. The student must earn a minimum grade of C- in a course to transfer the credit.
7. The university policy related to transfer credits can be found in the University Catalog which can be accessed via the web, <http://www.evangel.edu/wp-content/uploads/2011/11/2010-12-Master-Catalog.pdf>
8. The *Department of Music's* policies regarding transfer of credits from other institutions is consistent with those used by the university.

Procedures

The procedures used by the university to make credit hour assignments for courses, programs, and other requirements is as follows:

- (1) Determination is made by applying the accepted practices of the university (Section 1, Formulas) with oversight given by the Academic Dean and Academic Council. Any non-traditional credit assignments are determined by the impacted department and Academic Council in consultation with the Academic Dean. The institution's assignment and award of credit hours conforms to commonly accepted practices in higher education.

- (2) Accurate and reliable application of the university's credit hour policies and procedures follows accepted practices in higher education and is overseen by the academic departments, Academic Council, and Academic Dean.
- (3) The Department of Music's policies regarding procedures used to make credit hour assignments is consistent with those used by the institution.