DEPARTMENT OF THEATRE

Definition of a Credit Hour

Formulas for the Awarding of Credit

NAST Commission Questionnaire on Credit and Time Requirements: Formulas

A. Institution
   1. As a New Jersey state institution, Kean University follows the N.J. Administrative Code Title 9A Higher Education Chapter 1. Licensure Rules Subchapter 1. General Standards 1-1.2. This guideline states that a Semester Credit Hour means 50 minutes of face-to-face class activity each week for 15 weeks (or the equivalent attained by scheduling more minutes of face-to-face activity per week for fewer weeks in the semester) in one semester, complemented by 100 minutes each week of laboratory or outside assignments (or equivalent thereof for semesters of different length).

   This definition allows for the traditional lecture type class where 100 minutes of assignments accompany each 50 minutes of class time, as well as classes where 100 minutes of in class laboratory learning is provided.

   2. Citation /web address: Kean University has added the language from the NJ Administrative code Title 9A to the catalog.

B. Theatre Program
   1. Additional Information
      The formulas below show the application of N.J. Administrative Code credit/assignment/lab hours of our theatre courses. The last item for each type of course shows the traditional NAST ratios. (3 hours of credit, 3 hours of class time=1:1, 2 hours of credit with 3 hours of class time=2:3, etc.)

      The Department of Theatre offers several different types of courses:

      a. Lecture-Type courses: 3 hours of credit, 3 hours of face-to-face class activity complemented by 6 hours of assignments. Thus, each credit awarded means 50 minutes of face-to-face class activity complemented by 100 minutes of assignments. (3 hours of credit, 3 hours of class time=1:1).
b. *Practicum* such as Theatre Laboratory: 0.5 hours of credit, 2.75 hours of face to face class activity, and 0 hours of assignments. (0.5 hours of credit, 2.75 hours total class time=1:5.25).

c. *Private Studio Lesson courses:*
For B.F.A. Theatre Performance and B.A. degrees: 1 hour of credit, 1 hour of face-to-face class activity complemented by 2 hours of assignments. Thus, each credit awarded means 50 minutes of face-to-face class activity complemented by 100 minutes of assignments. (1 hour of credit, 1 hour of class time= 1:1)

NAST Commission Questionnaire on Credit and Time Requirements: Transfer Credit

A. Institution
1. Transfer of Credit Policies
Kean University follows the policies established in the Comprehensive State-Wide Transfer Agreement. In general, Kean University accepts the transfer of General Education credits.

2. Citation: The Transfer of Credit documents may be found online at

   [http://www.kean.edu/~cas/transferadmission.html](http://www.kean.edu/~cas/transferadmission.html) and

B. Theatre Program
1. Transfer of Credit Policies
The theatre unit evaluates only theatre courses. Typically all 1000 and 2000 level course credits transfer.

The theatre program carefully evaluates all theatre credits earned by the students from other two and four year institutions and also provides an appeal process for students to request reconsideration of these policies. This appeal process can be found at [http://www.kean.edu/~cas/transferadmission.html](http://www.kean.edu/~cas/transferadmission.html).

2. Citation /web address: [http://www.kean.edu/~cas/transferadmission.html](http://www.kean.edu/~cas/transferadmission.html)

NAST Commission Questionnaire on Credit and Time Requirements: Procedures

1. Credit and Time Requirement Procedures for the University and Theatre Unit
The procedures and means regarding credit hour assignments are described in the Faculty Senate Curriculum documents, and involve approving courses by the Curriculum Committees of the Theatre Unit and the College of Visual and Performing Arts. Approvals of new programs also need approval by the University Curriculum Committee and the Faculty Senate.

2. Citation for Credit and Time Requirement Procedures

The Faculty Senate Curriculum documents describing Credit and Time Requirement procedures and means can be found at https://sites.google.com/a/kean.edu/faculty-senate/forms-and-documents/manuals.