

Rosedale Technical College

Credit Hour Review Policy

All new or revised courses and programs must include documentation of credit hour calculations using the Credit Hour Calculation worksheet. The Department of Education evaluates the proposed credit hour assignment for compliance and final approvals are provided by the Director of Education & Marketing in consultation with the Director of Financial Aid & Compliance.

All approved courses and programs will have credit hours published in the College Catalog and syllabi.

The Student Success Center conducts an annual audit of credit hour assignments to ensure consistency across delivery formats and instructional methods.

Faculty must structure syllabi, learning outcomes, and course schedules to support compliance with the defined credit hour expectations.