

# THE COLLEGE'S MINIMUM REQUIREMENTS

Instructional Delivery	Delivery Definition	Minimum Minutes	Contact Hours
Classroom Work	Lecture and formalized classroom instruction under the supervision of a faculty member	800	16
Laboratory Work	Experimentation and practice by students under the supervision of a faculty member	1600	32
Clinical Practice	Applied learning experience in a health agency or office under the supervision of a faculty member	2400	48
Work Experience	Employment-related experience planned and coordinated by an institutional representative and employer, with control and supervision of the student on the job	3200	64
Distance Education	Courses taught over the Internet, or other electronic means (i.e. in-class hybrids, Weblive)	Same as above with equivalent work required	Same as above with equivalent work required
FlexFORWARD Courses	Courses or programs of study that allow students to complete course competencies at a faster pace than if offered by conventional methods	Equivalent outcome achievement and verifiable evidence	Equivalent outcome achievement and verifiable evidence

Legal Reference: Chapter 21 of the Iowa Administrative Code ("One credit hour equals 50 minutes") and Federal Credit Hour Definition ("A credit hour is the amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally-established equivalency that reasonably approximates not less than: (1) one hour of classroom work and a minimum of two hours of out-of-class student work each week for approximately 15 weeks for one semester.")