



**Title:** Clock Hours/Credit Hour Conversions  
**Effective Date:** May 15, 2007  
**Date of Last Revision:** May 15, 2007  
**Review Date:**  
**Cancellation:**  
**Office:** Instructional Services (IS 100)

***Clock Hours/Credit Hour Conversion***

Louisiana Technical College (LTC) enforces the minimum conversion rates of clock hours to credit hours as defined by the Council on Occupational Education (COE).

**SCOPE**

As defined by the Accrediting Commission of the Council on Occupational Education, the minimum clock hour/credit hour conversion rates are as follows:

- Lecture:** 15 clock hours equal 1 credit hour
- Lab:** 30 clock hours equal 1 credit hour
- Work Based Activities:** 45 clock hours equal 1 credit hour

*Policy Reference:* Council on Occupational Education Policies and Procedures

*Review Process:*

X	Reviewing Council/Entity	Review Date	Effective Date
X	Student Affairs Officers	11/29/06	
X	Academic Affairs Officers	11/29/06	
X	LTC Regional Directors	06/01/07	
X	Vice President of CTE	06/01/07	06/01/07

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