

**LOS ANGELES COMMUNITY COLLEGES
OFFICE OF THE CHANCELLOR
ADMINISTRATIVE REGULATIONS**

INDEX NUMBER: E-113

REFERENCE: Title 5, CCR, 55002.5

TOPIC: Unit/Hour Alignment

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**INITIATED BY:
Instructional and Student Support Services**

CHANGES New Regulation

DATES OF CHANGES

The August, 2008 revisions to Title 5, CRR , changed section 55002.5 to require an alignment between the total number of hours required for a course and the number of units for a given course. The regulation states that:

- (a) One credit hour of community college work requires a minimum of 48 hours of-lecture, study, or laboratory at colleges operating on the semester system or 33 hours of lecture, study or laboratory work at colleges operating on the quarter system.
- (b) A course requiring 96 hours or more of lecture, study or laboratory work at colleges operating on the semester system or 66 hours or more of lecture, study, or laboratory work at colleges operating on the quarter system shall provide at least 2 units of credit.
- (c) The amount of credit awarded shall be adjusted in proportion to the number of hours of lecture, study or laboratory work in half unit increments.
- (d) A district may elect to adjust the amount of credit awarded in proportion to the number of hours of lecture, study or laboratory work in increments of less than one half unit.

Title 5 now clearly defines the appropriate relationship between units and hours (frequently called the “Carnegie Unit Rule”) in terms of total hours required for lecture, study or laboratory work, rather than in terms of required hours per week. Sections “a” and “b” set the minimum hours required for 1 and 2 unit courses, respectively. Additionally, section “c” states that: **“The amount of credit awarded shall be adjusted in proportion to the number of hours of lecture, study or laboratory work in half unit increments.”** As the hours of a course increase, the unit value for the course must increase as well.

The table below provides a guide for complying with this requirement. It demonstrates these relationships in terms of “standard hours” as used by the LACCD – i.e., a “standard hour” is the number of hours per week a class would meet IF the semester were 18 weeks long. The table ranges from .5 to 12 units, using ½ unit increments.

Please note that Title 5, section 55002.5 also permits colleges to “adjust the amount of credit awarded in proportion to the number of hours of lecture, study or laboratory work in increments of less than one-half unit.” Courses may increase units in ¼ unit increments but this is not a requirement.

**Total Units and Hours (based on standard hours)
Required by Title 5, 55002.5**

Units	Total Hours	Lecture Only		Lab #1		Lab #2	
		In-Class	Outside	In-class	Outside	In-class	Outside
.5	27	9	18	18	9	27	0
1.0	54	18	36	36	18	54	0
1.5	81	27	54	54	27	81	0
2.0	108	36	72	72	36	108	0
2.5	135	45	90	90	45	135	0
3.0	162	54	108	108	54	162	0
3.5	189	63	126	126	63	189	0
4.0	216	72	144	144	72	216	0
4.5	243	81	162	162	81	243	0
5.0	270	90	180	180	90	270	0
5.5	297	99	198	198	99	297	0
6.0	324	108	216	216	108	324	0
6.5	351	117	234	234	117	351	0
7.0	378	126	252	252	126	378	0
7.5	405	135	270	270	135	405	0
8.0	432	144	288	288	144	432	0
8.5	459	153	306	306	153	459	0
9.0	486	162	324	324	162	486	0
9.5	513	171	342	342	171	513	0
10.0	540	180	360	360	180	540	0
10.5	567	189	378	378	189	567	0
11.0	594	198	396	396	198	594	0
11.5	621	207	414	414	207	621	0
12.0	648	216	432	432	216	648	0

EXAMPLE:

A one-unit, one-standard hour, course should meet for a total of 18 hours (1 unit x 18 weeks). However, the requirements in Title 5, section 55002.5 not only address total class meeting hours but the total hours of outside work required as well. Thus, a one-unit, one standard hour class would meet for a total of 18 hours, but would require an additional total of 36 hours of outside work, for a total of 54 hours of combined classroom and study time. If a course has both lecture and lab, you will need to apply the chart separately to the lecture units and the lab units.