

## University of Dayton and Department of Music Credit and Time Requirements

1. The August through May academic calendar at the University of Dayton consists of two fifteen-week terms, each of which includes a 16<sup>th</sup> week for examinations. One semester hour is assigned to a lecture/discussion course that meets fifty minutes each week over the period of the 15-week semester. Typically, a lecture/discussion course includes three semester hours and meets one hundred fifty minutes each week over the semester. In addition to lecture/discussion courses in the Department of Music, 1 semester credit hour is assigned to ensembles that meet weekly between 120 minutes and 240 minutes. Ensembles that meet less than 120 minutes a week are assigned .5 credit hours. Ensembles meet once, twice, or three times a week. (See Music Handbook)

Since the National Association of Schools of Music regards the relationship of one contact hour of individual performance instruction to the standard lecture class hour as 3:2 ratio, and in recognition of the fact that the University gives one full hour credit to a 50-minute class (in actuality 5/6ths or .83 hour), the Department of Music counts one hour of private instruction as .75 of a lecture class hour. Hours for faculty teaching loads related to instructional time are calculated specifically as follows: (See Management Documents Portfolio Workload Policies)

- a. Classroom Instruction
  - Lecture classes: Contact hrs x 1.00
  - Laboratory classes: Contact hrs x 1.00
- b. Performance instruction
  - Private lessons: Contact hrs x 0.75
  - Class (group) lessons: Contact hrs x 1.00
- c. Ensemble direction
  - Ensembles 0.5 credit: Contact hrs x 0.75
  - Ensembles 1.0 credit: Contact hrs x 1.00
- d. Student supervision
  - Student teaching: Contact hrs x 0.50
  - Music Therapy Practica: Contact hrs x 0.50

2. University of Dayton transfer credit policies:

<http://www.udayton.edu/apply/transfer.php#5>

The Office of Admission and Financial Aid evaluates transcript(s) to determine the number of transferable credits, but transferring credits should be fairly straightforward. In general, all college credits earned with a "C" (2.0 on a 4.0 scale) or higher from any regionally accredited college or university will transfer and be included on the University of Dayton transcript.

The evaluation to determine which courses will be accepted toward a student's chosen degree will be completed by the dean's office of the appropriate college or school. Transfer students should contact the dean's office after receiving an acceptance letter to discuss transfer credits.

A preliminary evaluation of college credits can be requested prior to completing the Application for Undergraduate Admission and Scholarship or the Common Application.

[http://www.udayton.edu/learn/undergraduate/credit\\_by\\_exam.php](http://www.udayton.edu/learn/undergraduate/credit_by_exam.php)

### **Credit by Exam**

Our students are diverse and bring a variety of academic backgrounds to the University. Because of this, we cooperate with several major testing programs, allowing incoming students to receive college-level course credit for knowledge achieved through prior experience.

In addition to these programs, students may receive credit by satisfactorily completing departmental examinations in certain areas. This type of exam is arranged directly with a specific department chairperson, normally before a student enrolls.

### **Advanced Placement (AP)**

The AP program recognizes college-level work completed in high school. To determine the availability of the program at an individual high school, an incoming student should consult the school's guidance counselor. To receive credit and advanced placement for this program, AP test scores should be sent directly to the University of Dayton (College Board code: 1834).

The [AP credit chart](#) (PDF) can be downloaded for more information.

### **College Level Examination Program**

College credit may be awarded by successfully completing some subject tests of the CLEP. Since not all examinations are acceptable and some subject examinations require an essay, applicants should contact the University for information. No credit is given for general examinations.

The [CLEP credit chart](#) (PDF) can be downloaded for more information.

### **General Certificate of Education A-Level Examinations**

GCE A-Level examinations are based on a British secondary school program of college-level work and standardized examinations. To receive credit, applicants should submit official test results to the dean's office. A-Level examinations with a grade of "E" or better will be considered for credit.

## **International Baccalaureate**

The IB Programme is a rigorous pre-university course of studies leading to examinations. At the University of Dayton, entering students may be eligible to receive credit based on the results of their IB higher-level examinations. No credit is awarded for standard level examinations.

The [IB credit chart](#) (PDF) can be downloaded for more information.

## **Transfer of College Credits**

Entering students who have earned college credits in high school and want these credits transferred to the University of Dayton, must have an official transcript of these grades mailed from the college to:

Office of the Registrar  
300 College Park  
Dayton, Ohio 45469-1669

In most cases, these credits will be accepted toward degree requirements. In order for credit to transfer, students must have earned a C or better in a course. Only credit hours transfer.

### Notes:

For undergraduate students' transferring to the University of Dayton and majoring in music: the Assistant Dean of the College of Arts and Sciences and the Coordinator of the music degree program evaluate Transcripts.

For graduate students transferring to the University of Dayton and majoring in the Master of Science in Education degree (music education concentration): Transcripts are evaluated by the Graduate Studies coordinator in Teacher Education, and by the Coordinator of Music Education. No more than 6 semester hours of transfer credit may be used.

### 3. University of Dayton Credit Hour Policies

<http://catalog.udayton.edu/undergraduate/generalinformation/academicinformation/generalrequirements/>

All bachelor's degrees granted by the University of Dayton require a minimum of 120 semester hours of credit with a cumulative grade point average of at least 2.0.

Specific requirements for the various degrees are listed under the schools granting the degrees. For more information, visit the sections on the four divisions.

One year (thirty semester hours) of residence is a minimum requirement for any bachelor's degree. The semester hour is the unit by which the University measures its course work, and the number of semester hours is determined by the number of hours a week in class and the number of weeks in the session. One semester hour is assigned to a class that meets fifty minutes a week over the period of one term.

Students enrolled in the University as candidates for degrees should not take courses at other colleges or universities without first obtaining written permission from their respective deans. If the permission is granted, the dean will request "transient status" for such students at designated institutions. The University reserves the right not to accept credits for such courses when this procedure has not been followed.

The School of Education and Health Sciences may award the Bachelor of Science in Education and Health Sciences to holders of nonprofessional degrees from the University of Dayton with the completion of a minimum of thirty semester hours prescribed beyond the requirements of the nonprofessional degree. The Bachelor of Arts or Bachelor of Science may be awarded to holders of professional degrees from the University of Dayton upon the completion of the requirements for such degrees. Any student wishing to obtain a second bachelor's degree may do so by completing the requirements for the second degree as determined by the faculty of the college or school in which this degree is offered.

Ordinarily a student who earned a first bachelor's degree or an associate degree at another institution must complete six semester hours of philosophy and/or religious studies at the University of Dayton. Such a student may be required to complete the prescribed twelve semester hours of philosophy and/or religious studies, if in the judgment of the dean, equivalent coursework had not been earned as a part of the program leading to the first degree.

All students following four-year programs are required to complete successfully the University requirements in Common Academic Program.

[http://www.udayton.edu/international/isss/student\\_resources/academics\\_registration.php](http://www.udayton.edu/international/isss/student_resources/academics_registration.php)

### **Credit Hours**

A credit hour is one unit of academic credit. Each credit is usually equivalent to one hour per week of class time. Many classes at the University of Dayton are three credit hours, although some are as few as one and as many as four. Undergraduate class levels are computed using total completed hours. This also includes transfer hours accepted towards a degree. Undergraduate levels are determined as follows:

**Number of Credit Hours Undergraduate Level**

0-29.9	Freshman/first-year
30-59.9	Sophomore
60-89.9	Junior
90 and above	Senior

Undergraduate students must complete 123 or more credit hours to graduate, depending on the program of study. Graduate students must complete 30 or more credit hours to graduate, depending on the program (levels do not pertain to graduate students).

(Updated January 2014)