Kingsborough Community College

The City University of New York

Modifications in Credits/Hours for an Existing Course Form

1. Course Number and Title:
2. This Course is **currently** listed as:

\_\_\_\_\_\_ Credits \_\_\_\_\_\_\_\_\_\_\_\_\_­­­\_\_\_\_\_\_\_ Hours (include break-down of lecture, lab, or gym)

1. **Proposed** Change in Credits/Hours (Please check **ONE** appropriate box below based on credits):

It is recommended that you refer to the “College Credits Assigned for Instructional Hours” PDF at[**http://kingsborough.edu/aa/Pages/forms.aspx**](http://kingsborough.edu/aa/Pages/forms.aspx)

**Hours are hours per week in a typical 12-week semester**

1-credit: 🞏 1 hour lecture

🞏 2 hours lab/field/gym

2-credits: 🞏 2 hours lecture

🞏 1 hour lecture, 2 hours lab/field

🞏 4 hours lab/field

3-credits: 🞏 3 hours lecture

🞏 2 hours lecture, 2 hours lab/field

🞏 1 hour lecture, 4 hours lab/field

🞏 6 hours lab/field

4-credits: 🞏 4 hours lecture

🞏 3 hours lecture, 2 hours lab/field

🞏 2 hours lecture, 4 hours lab/field

🞏 1 hour lecture, 6 hours lab/field

🞏 8 hours lab/field

More than 4-credits: 🞏 Number of credits: \_\_\_\_ (explain mix lecture/lab below)

\_\_\_ Lecture \_\_\_\_Lab

Explanation:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Rationale/Justification for the change in credits/hours for this course:
2. Include the **Current** Syllabus/Topical Course Outline and the **Proposed** Syllabus/Topical Course Outline for the course. **Highlight** areas that have been modified and serve as the justification for the proposed change in credits/hours for the course.