Travel Seminar Credit Hour Guidance Document
15 August 2011

The Drake University definition of a credit hour indicates that the calculation of credit hours applicable for a given course or academic experience must be reasonably equivalent to the standard of 3 hours combined direct instruction and student work per week, per credit hour for a semester (or its equivalent).

Instruction and student work for the purposes of credit hour computation in travel seminars includes the following types of activities:

- Course meetings before, during, and after the dates of travel
- Time to read/view assigned texts
- Lectures (from the course instructor, guest lecturers, faculty/staff/students at partner institutions, guides, local residents, etc.)
- Discussion meetings (with course instructors, guest lecturers, faculty/staff/students at partner institutions, guides, local residents, peers, etc.)
- Museum, clinic, business, government building or other site visits
- Organized cultural excursions and performances that engage students with the learning objectives of the course
- Service learning projects
- Student presentations
- Synthesis/processing/reflection time (may be used for writing, discussion, or production of creative work which may take many forms including but not limited to journals, formal papers, blogs, art, music, etc.)

For example, a 3-credit course should require the equivalent of 9 hours of combined direct instruction and student work per week for the equivalent of a 15-week semester. Given that the “course hour” is 50 minutes, this would be a baseline of 112.5 total hours for the course.

Use the attached worksheet to assist in determining the appropriate number of credit hours to assign to a travel seminar.