



Academic Definitions

The following are definitions of academic terms commonly used at Lansing Community College (LCC).

Associate Degree

The associate degree consists of a minimum of 60 semester credits in designated courses. It is earned with a minimum of a 2.0 cumulative GPA, successful completion of the [LCC General Education](#) requirements, and is recorded on the official academic record. At least 15 semester credits must be earned toward the curriculum directly from LCC (except for approved consortial programs taught primarily by partner schools).

Billing Hour

A billing hour is a representation of time that a student spends in direct contact with an instructor or with laboratory equipment.

Certificate of Achievement

The certificate of achievement consists of a minimum of 30 semester credits in designated courses. It is earned with a minimum of a 2.0 cumulative GPA in all courses required for the certificate and is recorded on the official academic record. At least 7.5 semester credits must be earned toward the curriculum directly from LCC.

Certificate of Completion

The certificate of completion consists of fewer than 30 semester credits in designated courses. It is earned with a minimum of a 2.0 cumulative GPA in all courses required for the certificate and is recorded on the official academic record. At least one-fourth of the credits required for this certificate must be earned toward the curriculum directly from LCC.

Credit Hour

Credit hours are based on a standard in which one credit hour is reasonably equivalent to not less than a minimum of at least fifteen hours of classroom or direct faculty instruction plus a minimum of thirty hours of out-of-class student work per semester (or the equivalent amount of work over a different amount of time, such as a compressed course) as described in U.S. Department of Education Code of Regulations 34 CFR 600.2; or

- A. At least an equivalent amount of work as described in paragraph (1) of 34 CFR 600.2 in other College-approved learning activities (e.g., laboratory work, internships, practica, studio work, or comparable academic work, etc.); or
- B. Such other standard as may be authorized and approved by the U.S. Department of Education under the Higher Education Act, as amended.

Corequisite Course

A corequisite course is a course that must be taken concurrently with another course.

Course

A course is a sequence of planned learning experiences leading to a set of expected learning outcomes. Course activities are normally scheduled over an academic semester. A student's successful completion of a course earns academic credit based on contact hours in class or in laboratories. The student also earns an academic grade which evaluates the student's success in achieving the expected outcomes. A course routinely includes tests, quizzes, a final examination, and regular out-of-class assignments. At Lansing Community College, a standard college-wide course syllabus has been created for each course. A seminar, workshop, or fee-for-service learning/training unit is not a course.

Course Offering Formats

There are six types of formats:

- HYF – Hyflex: Offers the flexibility for students to choose how they will participate for each class session: in-person, online during the meeting time, or online asynchronously.
- ON - Online: Traditional asynchronous online courses.
- ORT - Partial Scheduled Lecture: Online real time (ORT) courses with some regularly scheduled online meeting day(s) and times.
- ORT - Full Scheduled Lecture: Online real time (ORT) courses where all instruction is delivered online during designated meeting day(s) and times.
- OH - Online Hybrid: Courses with some regularly scheduled in-person classroom instruction along with online coursework and activities.
- Face-to-Face: Traditional in-person courses with all instruction delivered in the classroom.

Curriculum

A curriculum is a structured program of study. Each curriculum is assigned a number and is valid for a predetermined timeframe.

Major

A major is an indication of what the student's goal is at the institution. A major could reflect a degree or certificate that is issued at the institution or it could reflect a reporting or tracking category (e.g., Lifelong Learning or Guest Student). All programs of study under a program area are majors but not all majors are programs of study.

Module

A module is a component of a course offered as a separate educational package, which includes learning objectives, learning activities, and assessment procedures designed to guide learners through a specific unit of instruction.

Prerequisite

A prerequisite is a course or other requirement that must be successfully fulfilled prior to participation in a subsequent course or activity. It may also be a skill or behavior that is judged essential to learning a subsequent, more complex skill or behavior.

Program of Study

A course of study that leads to a certificate or degree at the institution. Each certificate and degree is a unique program of study. Any major that ends in a certificate or degree at the institution is a program of study. Majors that do not end in a degree that are used for tracking purposes (e.g., Lifelong Learning) are not programs of study.

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