



DOHA INSTITUTE
FOR GRADUATE STUDIES

Academic Policies

Credit Hours, Study Time, and Modes of Teaching

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Contents

Introduction: 3

Policy Statement: 3

Credit hours and Study Time: 3

Modes of Teaching:..... 3

Introduction:

The Doha Institutes adopts a credit system for measuring student progress towards academic achievement in a degree-awarding program of study. The system uses the “credit hour” as a unit of measure. This system is compliant with the standard credit system in the North American model as defined by the USA federal definition of credit hours.

Policy Statement:

Credit hours and Study Time:

1. The **credit hour** is defined as one weekly contact hour (60 minutes per credit hour) to quantify student learning through either (see below for modes of teaching):
 - Direct teaching or instruction delivered throughout a semester, or
 - Other academic activities or arrangements of delivering hours as approved by the Institute, such as internships and the writing of a thesis.
2. The length of a semester at DI shall consist of no fewer than 14 calendar weeks of instructional time. This does not include breaks or holidays within any particular semester.
3. The minimum total number of contact hours for a one-credit hour at the Doha Institute in a semester shall be no less than $14 \text{ (weeks)} \times 1 \text{ hour (60 minutes)} = 840 \text{ minutes per semester} = 14 \text{ real hours per one credit in a semester}$. The DI will be offering more contact hours per semester, than the conventional US credit hour, since one credit hours in the US credit hour system is equivalent to 50 minutes in a 15-week semester, yielding 750 minutes. Therefore, the ratio of DI credit hours to US credit hours is 1 to 1.2.
4. Each course which contributes to the academic progress requirements for a program of study should be assigned a certain number of credit hours.

Modes of Teaching:

1. Credit hours can be quantified through the following modes of teaching and learning platforms adopted by the Doha Institute:
 - a. **Lectures:** The lecture offers a carefully prepared and crafted directive summary which revolves around the main elements of its topic, in terms of concepts, theories,

methodologies, research tools and applications, in addition to proposing matters worth following up, discussing and researching. This opens up avenues for the student to inquire, study and discuss important aspects further, and to write essays on these aspects.

- b. **Class discussions/Seminars:** Students are placed into small groups or classes during the week at which outset the lecture was delivered, to discuss the detailed aspects of the topic and answer various questions, normally through student-led presentations under the guidance of the instructor.
 - c. **Tutorials:** The tutorial is dedicated to presenting and discussing essays submitted by a student, with the attendance of the tutorial professor and possibly another student.
 - d. **Thesis:** This is the researching and writing of a long essay or thesis involving personal research on a program-related topic, with the supervision of a faculty member.
 - e. **Internships:** An internship is an extension of learning outside the classroom and in a specific working environment. The internship is usually designed to achieve certain learning objectives that are set up ahead of time. Many interns use their internship for future work placement and career advancement.
2. The school and the programs are responsible for the proportion of the credit hours assigned for a specific mode of teaching.
 3. The combination of modes of teaching must not exceed the total number of credit hours allocated to a course.