

# Clock Credit Hour Policy

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## 1. Introduction

In order to accord with the standard of colleges and universities in the world, Babel University Professional School of Translation (the School) hereby determines this Credit Hour Policy.

## 2. Course Credit Hours and Student Work

- 1) The School offers students the 2-credits courses and the 1 credits courses in the Master of Science in Translation (MST) program.
- 2) One 2-credits course is comprised of 16 lessons. One lesson consists of the following hours:
  - a) Student's engagement with the lesson (i.e. facing his/her computer display monitor and learning the lesson) of 3 hours or more for one lesson, which includes ① monitoring and reading texts and materials, ② listening lecture, and ③ note-taking.
  - b) Student's preparation for lessons of 3 hours or more for one lesson, which includes ① researching of assignment and ② answering to assignment and submission thereof to the School, in accordance with lesson instructions.
  - c) Students reading, understanding, and being convinced of assignment comments, corrections with rubrics and critiques of 0.5 hours of returned assignment.
- 3) One 1-credits course is comprised of 8 lessons. One lesson consists of the same hours as provided in the above.
- 4) Each of the 2-credits courses and the 1-credits courses has a final examination after 16 lessons or 8 lessons respectively. Students are required to take the final examination within three months after completion of lessons, and pass the final examination. Outcomes of the final examination are graded with A, B, C, D and F, and B and above grades are passing grades.
- 5) The credit hours are given to students by assessments of assignments of lessons and passing at the final examination.

## 3. Requirement for the Program

In order to complete the MST program, students are required to earn 36 credits or more, including graduation project.