

**Stephen F. Austin State University**  
**Teaching Load Credit Calculation for Faculty Workload**  
**Based on Faculty Workload Policy 7.13 revised 1/27/2015**  
**Effective Fall 2015**

Course Type	Level	Basis	Calculation (Teaching Load Credit = TLC)*
<b>LEC - Lecture</b>			
<b>SEM - Seminar</b>			
<i>Credit hour course value greater than or equal to contact hour course value</i>			
	UG	Credit Hour	1 SCH = 1 TLC
	UG Section 100 or > enrolled	Credit Hour	1 SCH = 1.5 TLC
	GR	Credit Hour	1 SCH = 1.5 TLC
	DO	Credit Hour	1 SCH = 2.0 TLC
<i>Credit hour course value less than contact hour course value</i>			
	UG	Contact Hour	1 Contact Hour = 0.667 TLC
	UG Section 100 or > enrolled	Contact Hour	1 SCH = 1.5 TLC
	GR	Contact Hour	1 Contact Hour = 1 TLC
	DO	Contact Hour	1 Contact Hour = 1 TLC
<b>LAB - Laboratory</b>			
<i>Credit hour course value greater than or equal to contact hour course value</i>			
	UG	Credit Hour	1 SCH = 1 TLC
	UG Section 100 or > enrolled	Credit Hour	1 SCH = 1.5 TLC
	GR	Credit Hour	1 SCH = 1.5 TLC
	DO	Credit Hour	1 SCH = 2.0 TLC
<i>Credit hour course value less than contact hour course value</i>			
	UG	Contact Hour	1 Contact Hour = 1 TLC
	UG Section 100 or > enrolled	Contact Hour	1 SCH = 1.5 TLC
	GR	Contact Hour	1 Contact Hour = 1 TLC
	DO	Contact Hour	1 Contact Hour = 1 TLC
<b>PRA - Practicum</b>			
<i>Music, Art, Nursing and Forestry Field Station (FOR310, FOR323, FOR325, FOR329, FOR335, FOR336)</i>			
	UG	Contact Hour	1 Contact Hour = 1 TLC
	GR	Contact Hour	1 Contact Hour = 1 TLC
	DO	Contact Hour	1 Contact Hour = 1 TLC
<i>Student Teaching</i>			
<i>(AGD491, ELE441, ELE542, ELE543, ELE555, HMS447, SED442, SED541, SED542, SPE443)</i>			
	UG	Per Student	1 Student = 0.5 TLC
	GR	Per Student	1 Student = 0.5 TLC
<i>All Others</i>			
	UG	Contact Hour	1 Contact Hour = 0.5 TLC
	GR	Contact Hour	1 Contact Hour = 0.75 TLC
	DO	Contact Hour	1 Contact Hour = 0.75 TLC
Note: Maximum TLC per course section is 6.			
<b>PRL - Private Lesson</b>			
<i>Music</i>			
	UG	Per Student	# Enrolled x (Contact Hours x 0.667)
	GR	Per Student	# Enrolled x (Contact Hours x 0.667)
Note: Faculty teaching private lessons will receive an additional 0.667 TLC per semester			
<b>MST - Master's Thesis</b>	GR	Per Student	1 Student = 0.667 TLC
<b>DSR - Dissertation</b>			
<i>Forestry</i>	DO	Per Student	1 Student = 0.667 TLC
<i>Education</i>	DO	No Credit	
Note: A student enrolled in MST courses may be counted no more than twice - once each in two different enrollment periods; maximum TLC per MST course is 3.			
A student enrolled in DSR courses may be counted no more than six times - once each in six different enrollment periods.			
<b>IND - Independent Study (minimum class size required for TLC credit: Undergraduate = 10; Graduate = 5)</b>			
	UG	Credit Hour	1 SCH = 1 TLC
	GR	Credit Hour	1 SCH = 1 TLC
Note: In courses where the minimum class size is not met, no TLC is generated.			

\* Cross-listed or variable credit course characteristics may also affect the TLC calculation