

Stephen F. Austin State University
Teaching Load Credit Calculation for Faculty Workload
Workload calculation procedures provided per Faculty Workload Policy 02-312
As of October 2023

| Course Type | Level | Basis | Calculation (Teaching Load Credit = TLC)* |
|--|------------------------------|--------------|---|
| LEC - Lecture | | | |
| SEM - Seminar | | | |
| <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 |
| LAB - Laboratory | | | |
| <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 |
| PRA - Practicum | | | |
| <i>Music, Art, Nursing and Forestry Field Station (FORS3110, FORS3123, FORS3125, FORS3129, FORS3135, FORS3136)</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>(AGED4242, ELED4242, ELED5141, ELED5142, ELED5644, FACS4347, SEED4242, SEED5141, SEED5142, SPED4242)</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: For PRA course types, the maximum TLC per course section is 6 for all disciplines except Nursing. | | | |
| PRL - Private Lesson | | | |
| <i>Music</i> | | | |
| | UG | Per Student | # Enrolled x (Contact Hours x 0.667) |
| | GR | Per Student | # Enrolled x (Contact Hours x 0.667) |
| MST - Master's Thesis | | | |
| | GR | Per Student | 1 Student = 0.667 TLC |
| DSR - Dissertation | | | |
| <i>Forestry</i> | DO | Per Student | 1 Student = 0.667 TLC |
| <i>Education</i> | DO | No Credit | |
| Notes: 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. | | | |
| IND - Independent Study (minimum class size required for TLC credit: Undergraduate = 10; Graduate = 5) | | | |
| | 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
The TLC value for each cross-listed section is divided by the number of sections which share the same cross-list code.