## **Stephen F. Austin State University**

## **Teaching Load Credit Calculation for Faculty Workload**

Workload calculation procedures provided per Faculty Workload Policy 02-312

As of Februrary 2025

Course Type	Level	Basis	Calculation (Teaching Load Credit = TLC)*
LEC - Lecture			
SEM - Seminar			
Credit hour course val	lue greater than or equal to contact hou	r course value	
	ŬĠ ,	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
Credit hour course val	lue less than contact hour course value		
	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			
Credit hour course val	lue greater than or equal to contact hou	r course value	
	ŬG ,	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
Credit hour course val	lue less than contact hour course value		
	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			
	nd Forestry Field Station (FORS3110 F	ORS3123 FORS3121	5, FORS3129, FORS3135, FORS3136)
Masio, Air, Maising all	UG	Contact Hour	1 Contact Hour = 1 TLC
	GR	Contact Hour	1 Contact Hour = 1 TLC
	DO	Contact Hour	1 Contact Hour = 1 TLC
Student Teaching			
ŭ	42 ELED5141 ELED5142 ELED5644	FACS4347, SEED42	242, SEED5141, SEED5142, SPED4242)
	72, LLLD0171, LLLD0172, LLLD0077.		the contract of the contract o
When ELED4242 & SEE	D4242 are being taught by the same instruc	ctor AND Credit Hours=	3 for each course, then, for each course, TLC = 0.25
When ELED4242 & SEE		ctor AND Credit Hours≕ Per Student	3 for each course, then, for each course, TLC = 0.25 1 Student = 0.5 TLC
When ELED4242 & SEE	D4242 are being taught by the same instruc		
	D4242 are being taught by the same instruction UG	Per Student	1 Student = 0.5 TLC
	D4242 are being taught by the same instruction UG	Per Student	1 Student = 0.5 TLC
	D4242 are being taught by the same instruction UG GR	Per Student Per Student	1 Student = 0.5 TLC 1 Student = 0.5 TLC
	D4242 are being taught by the same instruction UG GR	Per Student Per Student Contact Hour	1 Student = 0.5 TLC 1 Student = 0.5 TLC 1 Contact Hour = 0.5 TLC
All Others	D4242 are being taught by the same instruct UG GR UG GR	Per Student Per Student Contact Hour Contact Hour Contact Hour	1 Student = 0.5 TLC 1 Student = 0.5 TLC  1 Contact Hour = 0.5 TLC 1 Contact Hour = 0.75 TLC 1 Contact Hour = 0.75 TLC
All Others  Note: For PRA course types	D4242 are being taught by the same instruct UG GR UG GR DO	Per Student Per Student Contact Hour Contact Hour Contact Hour	1 Student = 0.5 TLC 1 Student = 0.5 TLC  1 Contact Hour = 0.5 TLC 1 Contact Hour = 0.75 TLC 1 Contact Hour = 0.75 TLC
All Others  Note: For PRA course types  PRL - Private Lesson	D4242 are being taught by the same instruct UG GR UG GR DO	Per Student Per Student Contact Hour Contact Hour Contact Hour	1 Student = 0.5 TLC 1 Student = 0.5 TLC  1 Contact Hour = 0.5 TLC 1 Contact Hour = 0.75 TLC 1 Contact Hour = 0.75 TLC
All Others  Note: For PRA course types  PRL - Private Lesson	D4242 are being taught by the same instruct UG GR UG GR DO	Per Student Per Student Contact Hour Contact Hour Contact Hour	1 Student = 0.5 TLC 1 Student = 0.5 TLC  1 Contact Hour = 0.5 TLC 1 Contact Hour = 0.75 TLC 1 Contact Hour = 0.75 TLC
All Others  Note: For PRA course types  PRL - Private Lesson	D4242 are being taught by the same instruct UG GR UG GR DO s, the max TLC per course section is 6 for all discip	Per Student Per Student  Contact Hour Contact Hour Contact Hour Contact Hour olines (except NURS3006,	1 Student = 0.5 TLC 1 Student = 0.5 TLC 1 Contact Hour = 0.5 TLC 1 Contact Hour = 0.75 TLC 1 Contact Hour = 0.75 TLC NURS3030, NURS4006, which have no cap.)
All Others	UG GR UG GR UG GR UG GR UG GR DO G, the max TLC per course section is 6 for all discipled the max TLC per course Section is 6 for all discipled the max TLC	Per Student Per Student  Contact Hour Contact Hour Contact Hour Contact Hour Polines (except NURS3006,	1 Student = 0.5 TLC 1 Student = 0.5 TLC 1 Contact Hour = 0.5 TLC 1 Contact Hour = 0.75 TLC 1 Contact Hour = 0.75 TLC NURS3030, NURS4006, which have no cap.) # Enrolled x (Contact Hours x 0.667)
All Others  Note: For PRA course types  PRL - Private Lesson  Music  MST - Master's Thesis	UG GR UG GR UG GR UG GR UG GR DO G, the max TLC per course section is 6 for all discipled the max TLC per course Section is 6 for all discipled the max TLC	Per Student Per Student  Contact Hour Contact Hour Contact Hour Contact Hour Per Student Per Student	1 Student = 0.5 TLC 1 Student = 0.5 TLC 1 Contact Hour = 0.5 TLC 1 Contact Hour = 0.75 TLC 1 Contact Hour = 0.75 TLC NURS3030, NURS4006, which have no cap.)  # Enrolled x (Contact Hours x 0.667) # Enrolled x (Contact Hours x 0.667)
All Others  Note: For PRA course types  PRL - Private Lesson  Music  MST - Master's Thesis	UG GR UG GR UG GR UG GR UG GR DO G, the max TLC per course section is 6 for all discipled the max TLC per course Section is 6 for all discipled the max TLC	Per Student Per Student  Contact Hour Contact Hour Contact Hour Contact Hour Per Student Per Student	1 Student = 0.5 TLC 1 Student = 0.5 TLC 1 Contact Hour = 0.5 TLC 1 Contact Hour = 0.75 TLC 1 Contact Hour = 0.75 TLC NURS3030, NURS4006, which have no cap.)  # Enrolled x (Contact Hours x 0.667) # Enrolled x (Contact Hours x 0.667)
All Others  Note: For PRA course types  PRL - Private Lesson  Music  MST - Master's Thesis  DSR - Dissertation	D4242 are being taught by the same instruct UG GR UG GR DO s, the max TLC per course section is 6 for all discipance. UG GR DO s, the max TLC per course Section is 6 for all discipance.	Per Student Per Student  Contact Hour Contact Hour Contact Hour Contact Hour Per Student Per Student Per Student Per Student Per Student	1 Student = 0.5 TLC 1 Student = 0.5 TLC 1 Contact Hour = 0.5 TLC 1 Contact Hour = 0.75 TLC 1 Contact Hour = 0.75 TLC NURS3030, NURS4006, which have no cap.)  # Enrolled x (Contact Hours x 0.667) # Enrolled x (Contact Hours x 0.667)  1 Student = 0.667 TLC
All Others  Note: For PRA course types  PRL - Private Lesson  Music  MST - Master's Thesis  DSR - Dissertation  Forestry  Education	D4242 are being taught by the same instruct UG GR UG GR DO is, the max TLC per course section is 6 for all discipant to the section of the se	Per Student Per Student  Contact Hour Contact Hour Contact Hour Contact Hour Per Student	1 Student = 0.5 TLC 1 Student = 0.5 TLC 1 Contact Hour = 0.5 TLC 1 Contact Hour = 0.75 TLC 1 Contact Hour = 0.75 TLC NURS3030, NURS4006, which have no cap.)  # Enrolled x (Contact Hours x 0.667) # Enrolled x (Contact Hours x 0.667)  1 Student = 0.667 TLC  1 Student = 0.667 TLC
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All Others  Note: For PRA course types  PRL - Private Lesson  Music  MST - Master's Thesis  DSR - Dissertation  Forestry  Education  Notes: A student enromaximum TLC per MS	D4242 are being taught by the same instruct UG GR UG GR DO is, the max TLC per course section is 6 for all discipant of the max TLC per course section is 6 for all d	Per Student Per Student Contact Hour Contact Hour Contact Hour Contact Hour Per Student Per Student Per Student Per Student Per Student Per Student Oredit Der More than twice - or	1 Student = 0.5 TLC  1 Student = 0.5 TLC  1 Contact Hour = 0.5 TLC  1 Contact Hour = 0.75 TLC  1 Contact Hour = 0.75 TLC  NURS3030, NURS4006, which have no cap.)  # Enrolled x (Contact Hours x 0.667)  # Enrolled x (Contact Hours x 0.667)  1 Student = 0.667 TLC  1 Student = 0.667 TLC
All Others  Note: For PRA course types  PRL - Private Lesson Music  MST - Master's Thesis  DSR - Dissertation Forestry Education  Notes: A student enromaximum TLC per MS  A student enrolled in E	D4242 are being taught by the same instruct UG GR UG GR DO s, the max TLC per course section is 6 for all discipled in MST courses may be counted no ST course is 3.	Per Student Per Student Contact Hour Contact Hour Contact Hour Contact Hour Per Student Per Student Per Student Per Student Per Student No Credit Comore than twice - or	1 Student = 0.5 TLC  1 Student = 0.5 TLC  1 Contact Hour = 0.5 TLC  1 Contact Hour = 0.75 TLC  1 Contact Hour = 0.75 TLC  NURS3030, NURS4006, which have no cap.)  # Enrolled x (Contact Hours x 0.667)  # Enrolled x (Contact Hours x 0.667)  1 Student = 0.667 TLC  1 Student = 0.667 TLC  nce each in two different enrollment periods; each in six different enrollment periods.
All Others  Note: For PRA course types  PRL - Private Lesson Music  MST - Master's Thesis  DSR - Dissertation Forestry Education  Notes: A student enromaximum TLC per MS  A student enrolled in E	D4242 are being taught by the same instruct UG GR UG GR DO G, the max TLC per course section is 6 for all discipled in MST courses may be counted no incited to the course is 3. DSR courses may be counted no more to the course is 3. DSR courses may be counted no more to the course is 3.	Per Student Contact Hour Contact Hour Contact Hour Contact Hour Contact Hour Contact Hour Per Student Per Student Per Student Per Student Per Student Comore than twice - or Chan six times - once of	1 Student = 0.5 TLC  1 Student = 0.5 TLC  1 Contact Hour = 0.5 TLC  1 Contact Hour = 0.75 TLC  1 Contact Hour = 0.75 TLC  1 Contact Hour = 0.75 TLC  NURS3030, NURS4006, which have no cap.)  # Enrolled x (Contact Hours x 0.667)  # Enrolled x (Contact Hours x 0.667)  1 Student = 0.667 TLC  1 Student = 0.667 TLC  nce each in two different enrollment periods;  each in six different enrollment periods.
All Others  Note: For PRA course types  PRL - Private Lesson Music  MST - Master's Thesis  DSR - Dissertation Forestry Education  Notes: A student enromaximum TLC per MS  A student enrolled in E	D4242 are being taught by the same instruct UG GR UG GR DO s, the max TLC per course section is 6 for all discipled in MST courses may be counted no incompanion of the course is 3. DSR courses may be counted no more that ug (minimum class size required for TL UG	Per Student Contact Hour Contact Hour Contact Hour Contact Hour Contact Hour Per Student Per Student Per Student Per Student Per Student Common than twice - or Contact Hour Contact Hour Contact Hour Contact Hour Contact Hour Contact Hour	1 Student = 0.5 TLC  1 Student = 0.5 TLC  1 Contact Hour = 0.5 TLC  1 Contact Hour = 0.75 TLC  1 Contact Hour = 0.75 TLC  NURS3030, NURS4006, which have no cap.)  # Enrolled x (Contact Hours x 0.667)  # Enrolled x (Contact Hours x 0.667)  1 Student = 0.667 TLC  1 Student = 0.667 TLC  1 Student = 0.667 TLC  ace each in two different enrollment periods;  each in six different enrollment periods.
All Others  Note: For PRA course types  PRL - Private Lesson Music  MST - Master's Thesis  DSR - Dissertation Forestry Education  Notes: A student enromaximum TLC per MS  A student enrolled in E  IND - Independent Stu	D4242 are being taught by the same instruct UG GR UG GR DO G, the max TLC per course section is 6 for all discipled in MST courses may be counted no incited to the course is 3. DSR courses may be counted no more to the course is 3. DSR courses may be counted no more to the course is 3.	Per Student Contact Hour Contact Hour Contact Hour Contact Hour Contact Hour Contact Hour Per Student Per Student Per Student Per Student Oredit Comore than twice - or Chan six times - once of Coredit Hour Credit Hour Credit Hour	1 Student = 0.5 TLC  1 Student = 0.5 TLC  1 Contact Hour = 0.5 TLC  1 Contact Hour = 0.75 TLC  1 Contact Hour = 0.75 TLC  1 Contact Hour = 0.75 TLC  NURS3030, NURS4006, which have no cap.)  # Enrolled x (Contact Hours x 0.667)  # Enrolled x (Contact Hours x 0.667)  1 Student = 0.667 TLC  1 Student = 0.667 TLC  nce each in two different enrollment periods;  each in six different enrollment periods.

<sup>\*</sup> 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.