



Structured Hours for Academic Credit Updated February 2021

In order to maintain a uniform standard of requirements for all Fuller Seminary courses, the faculty has approved the following formulae in calculating 160 hours of student work required by our accreditors in a 4-unit course.

The base total “hours of work” required in a course may be determined by first counting each classroom contact hour as one hour (if any), with most hybrid courses meeting 20–30 hours.

Assignment	Quantity of activity	Counted as	Notes
Reading	Integrating 15 pages Interpreting 15 pages Theologizing 15 pages (ST511: 10 pages) Ministry 15 pages Contextualizing 15-20 pages	1 hour	Determined by each curricular group
Research writing	1 page (250 words)	2–3 hours	Includes research, exegetical work, multiple drafts and bibliographic work
Non-research writing	1 page (250 words)	1–2 hours	Reflection papers, blogging, discussion posts, etc.
Exams	1 hour	5 hours	Includes preparation
Fieldtrip/fieldwork	1 hour	1 hour	Must account for travel time
Group work	1 hour	1 hour	Projects, discussion, etc.
Interviews	1 hour	3 hours	Includes preparation and transcription
Movies	1 hour	1 hour	
Oral report	1 minute	½ hour	Includes preparation
Sermon	1 sermon	30 hours	Includes preparation
Spiritual practices	1 hour	1 hour	

(See following page for examples)

Examples of structured hours for online, hybrid, and face-to-face courses:

Sample Online Course (2 Units)	
Faculty instructional content (e.g. videos/written content) ¹	10 hours
500 pages of reading	30 hours
5 bi-weekly discussion posts (500 words each week)	15 hours
2 reflective essays (500 words each)	5 hours
2000 word final paper	20 hours
Total	80 hours

Sample Hybrid Course (2 Units)	
Face-to-face/synchronous class meetings	20 hours
700 pages of reading	45 hours
weekly reading logs/journal (250 words each week)	10 hours
1250 word reflective essay (OR two 600 word book reviews)	5 hours
Total	80 hours

Sample Online Course A (4 Units)	
Faculty instructional content (e.g. videos/written content)	10 hours
1000 pages of reading	65 hours
8 weekly discussion posts (500 words each week)	30 hours
3000 word final paper (OR two 1500 word essays)	35 hours
Peer review activity (for essays or final paper)	5 hours
Group presentation	15 hours
Total	160 hours

Sample Online Course B (4 Units)	
Faculty instructional content (e.g. videos/written content)	10 hours
1000 pages of reading	65 hours
10 weekly discussion posts (500 words each week)	40 hours
2500 word final paper (OR two 1200-1300 word essays)	30 hours
Weekly reading quizzes (including preparation)	15 hours
Total	160 hours

Sample Hybrid Course A (4 Units)	
Face-to-face/synchronous class meetings ²	10 hours
Faculty instructional content (e.g. videos/written content)	10 hours
1000 pages of reading	65 hours
10 weekly discussion posts (500 words each week)	40 hours
Religious site visit	5 hours
1250-word reflective report	5 hours
2000-word final paper	25 hours
Total	160 hours

Sample Hybrid Course B (4 Units)	
Face-to-face/synchronous class meetings	20 hours
Faculty instructional content (e.g. videos/written content)	10 hours
1000 pages of reading	65 hours
5 bi-weekly discussion posts (500 words each week)	15 hours
Group presentation	15 hours
3000-word final paper	35 hours
Total	160 hours

Sample 30 hour Face-to-Face Course (4 Units)	
Class time	30 hours
1000 pages of reading	65 hours
5 bi-weekly discussion posts (500 words each week)	20 hours
10 weekly reading responses (250 words)	10 hours
2500 word final paper (OR two 1200-1300 word essays)	30 hours
Peer review activity (for essays or final paper)	5 hours
Total	160 hours

¹ Faculty instruction may take place through prepared content (videos, written content), synchronous meetings (face-to-face or online), as well as engagement with students in discussion & collaborative activities. For examples, see [Ideas for Course Development: Instructional Content & Learning Activities](#).

² Synchronous meetings can include class discussion and presentations as in a flipped class. Class meetings may be held as synchronous class sessions, or in a face-to-face setting at a designated campus or other location.

