

AIHE's ACADEMIC CREDIT SYSTEMS POLICY

Policy Title	AIHE's Academic Credit Systems Policy
Policy Owner	Amity Institute of Higher Education, Mauritius (AIHE)
Policy Version	Versions Control: 1.0 (October 2023) Current Version: 1.0 (October 2023)
Responsible Office	Registrar's Office
Contact Information	Questions concerning the policies should be directed to the Deputy Director of Amity Institute of Higher Education (Mauritius)
Policy Review Frequency	Once in 3 Years
Pertinent Dates	Approved Date: October 2023 Date of Next Review: October 2026
Approved By	October 2023 Academic Council Meeting and SENATE of AMITY Institute of Higher Education (AIHE)
Entities Affected by This Policy	AIHE's Students and Faculty of respective programme
Who Needs to	This policy applies to all prospective students of academic programs

Know About This Policy	and courses offered by AIHE including undergraduate, graduate, professional, and continuing education programmes.
Reason for Policy / Purpose	The purpose of this policy is to establish clear guidelines and procedures for the allocation, transfer, and recognition of academic credits within AIHE. This policy aims to ensure the consistency, transparency, and fairness of the academic credit system while promoting academic mobility and student success.

Policy Purpose

A key element of the educational system is the credit system, which offers a standardized mechanism to assess and recognize a student's progress toward their academic objectives. Hence AIHE has formulated this policy

Scope and Application of this Policy

A credit system is a key component of the educational framework at AIHE. The credit system is intended to simplify credit transfer between institutions, encourage flexibility in program design, and recognize and quantify student learning and progress. This policy provides a structure for managing and administering academic credits and is useful for students and faculties.

Policy Statement

This policy statement offers a structure for AIHE's management and administration of academic credits, encouraging openness, uniformity, and adherence to accrediting requirements. Students, teachers, and administrators who are involved in the credit system might use it as a reference.

POLICY FRAMEWORK

AIHE's Academic Credit system Policy is formulated to meet following objectives functions

- To enforce quality standards
- To calculate instructor workloads
- To allocate resources (classroom time)
- To install and structure new/existing programmes and modules,
- To calculate tuition fees;
- To assess credit transfer requests;
- To support developing and administering institutional budgets;
- To decide on award of scholarships

AIHE's Academic Credit Systems (ACS) is based on the content, structure, mode of delivery, assessment, value added elements and self-study aspects a module. The ACS is a base of student's assessment, progression, and conferment of the final award. Each Degree Programme is worth a certain number of credit points determined by different criteria including student's workload, learning outcome, assessment, and contact hours. The more work and effort a student is required to put into a module, the higher credits that module is considered worth. Academic credit can be earned either by successfully completing a full study programme or individual study module, depending on need and demand of the student's need and AIHE Academic Credit Policies. AIHE review it ACS every three years to accommodate needs of fast changing academic world diversity and demands.

ACS is based upon contact hours and assessment to the notions of learning outcomes and workload. We understand, a balanced and effective ACS is must to compare, assess, validate and recognize international degree programmes.

ACS is tried and tested for more than a decade for its high reliability and viability. It has evolved very nicely from a mere contact hour-based approach to a highly accommodating

versatile approach which takes into account the content, structure, independent studies, project work, assessment, value added efforts, and practical training.

Guidelines on credit load for specific levels of study at AIHE

- Academic Credit is a numerical value assigned to a module to reflect the scope and volume of the teaching learning in the module over a specific time duration, usually a semester.
- Academic Credit is earned by passing the module which may count towards program or credential completion.
- Academic Credit is defined as one lecture hour per week over a 15-week semester.
- Academic Credit value ranges between 2 to 10 depending upon the quantity and quality of the constituting variable in building a module or programme worth in a duration of a semester or two.

AMITY member institutions have policies explicitly describing how credit values are to be assigned to courses or programs. We believe that the institution-wide policies- rather than individual policies at the faculty, departmental, or program level- are most appropriate for regulating the process of credit value assignment.

Standardization of Credit System at AIHE

1) Main Constituents of Credit

- Course Contents,
- Course Structures, and
- Delivery methods

2) Credit calculations based on mode of delivery

- Direct Instruction 15 hours per module (for 15 sessions; 1 hours per session) = 1 credit
- Supervised practical 15 hours per module (for 15 sessions; 1 hour per session) = 1 credit
- Practice Education, Field Placement, Internship 15 hours per type = 1 credit

3) Credit Calculations Scale

1 credit = 15 lecture hours / 15 Tutorial hours / 15 Practical hours / 15 contact hours

	Credits		
	1	2	3
Teaching Hours per week / Practical hours per week	1	2	3
Tutorial Hours per week	1	1	1
Total Credits	2	3	4

NOTE: Number of Weeks for an academic session / semester = 15 Weeks

Credit system Review and Development

The AIHE states that “curricular revision should be an ongoing academic activity involving all the faculty members.” This should happen “substantially every three years for all modules.” And so, the credit system review and development are carried out.

AIHE may review this policy following guidelines and recommendations of the Higher Education Commission, Mauritius.

DISCLAIMER

This document may be subjected to change upon the directions and instructions of Senate / Academic Council. The changes once approved by AIHE’s respective Councils and Boards, will be mentioned and notified to accreditation body – Higher Education Commission (HEC) by the Vice Chancellor of AIHE.