

OFFICE OF THE REGISTRAR
Prairie View A&M University
SUMMER 2010 and Fall 2010
SCHEDULE BUILD

Contact Hour, Day and Time Guidelines

- Maximum Credit Hour Guidelines
 - Summer Issues

Maximum Credit Hours per Summer Session (Overload approvals require the permission of the Dept. Head, Dean and Provost and are processed on the Add/Drop Form through the Office of the Registrar.)	Session	Undergraduate	Graduate
	A: 3 weeks (only)	3	3
	1: 5 weeks (only)	6	6
	0: 10 weeks (only)	12	12
	B: 3 weeks (only)	3	3
	2: 5 weeks (only)	6	6
Credits counted in 1 st Term Sessions: 1 st 3 weeks, 1 st 5 weeks; ½ of the credits for 10 weeks	1st Term June 2 – July 7	6	6
Credits counted in 2 nd Term Sessions: 2 nd 3 weeks; 2 nd 5 weeks, ½ of the credits for 10 weeks	2nd Term July 8 – August 13	6	6

Office of the Registrar
Prairie View A&M University
****REVISED Contact Hours Guidelines (as of 9/29/04)**

LEC & SEM

Number of credits hours per course	Contact hours per week (*long semester)	Contact hours per semester
1	1	15
2	2	30
3	3	45
4	4	60
5	5	75
6	6	90

LAB

Number of credits hours per course	Contact hours per week (*long semester)	Contact hours per semester
1	2	30
2	4	60
3	6	90

PRL

Number of credits hours per course	Contact hours per week (*long semester)	Contact hours per semester
1	.5	7.5
2	1	15
3	1.5	22.5

Combinations of contact hours

Based on contact group information from the Course Inventory (Screen 125)

Example Course	Contact hours for LEC	Contact hours for LAB	Contact hours per week (*long semester)	Contact hours per semester
GNEG 1011	1	1	2	30
TECH 4082	1	3	4	60
TECH 3103	1	4	5	75
HUPF 3053	2	1	3	45
BIOL 3064	2	4	6	90
CODE 5026	2	8	10	150
NURS 5245	2	12	14	210
PHYS 2014	3	2	5	75
CVEG 4024	3	3	6	90
BIOL 1015	3	4	7	105

*Contact hours per week will increase for summer sessions. Contact hours per semester remains consistent for any semester.

Method of Instruction	Contact hours per semester
IND (Independent Study)	Minimum of 15
PRA (Practicum)	Minimum of 15
DSR (Dissertation)	Minimum of 15
THE (Thesis)	Minimum of 15

Prairie View A&M University

Summer 2010 Term

Day/Time Course Offering Guidelines

- 10 week session – Part of Term 1
- First 5 week session – Part of Term S5A
- Second 5 week session – Part of Term S5B
- Start classes on the hour

Calculations for Summer Course Offerings

- Utilize Banner Hours per week to verify contact hours for summer session (multiply Hours per week by number of weeks in the session)
- Examples (3 credit class)
 - 10 week Session Saturdays only ($4.6 \times 10 = 46$)

Meeting Time	Meeting Type	Start Date	End Date	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Start Time	End Time	Hours per Week
	CLAS	02-JUN-2009	11-AUG-2009	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	0800	1150	4.600

- 1st 5 week Session MTWR only ($9.2 \times 5 = 46$)

Meeting Time	Meeting Type	Start Date	End Date	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Start Time	End Time	Hours per Week
	CLAS	02-JUN-2009	07-JUL-2009	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	0800	0955	9.200

SUMMER '10 CLASSROOM CLOSURE TIMES

February 3, 2010

	M	T	W	R	F	S
503 – WOOLFOLK	350	350	350	350	350	CLOSED
504 – GILCHRIST	450	450	450	450	450	CLOSED
508 – W.R. BANKS	720	720	720	720	1250	CLOSED
512 – E.B.EVANS	OFFLINE	OFFLINE	OFFLINE	OFFLINE	OFFLINE	OFFLINE
537 – HILLIARD	320	320	320	320	250	CLOSED
658 – MAY	1200	1200	1200	1200	1200	CLOSED
669 – NICKS	5PM	5PM	5PM	5PM	5PM	CLOSED
676 – NAVY	1200	1200	1200	1200	1200	CLOSED
686 – ARMY	1200	1200	1200	1200	1200	CLOSED
689 – HOBART TAYLOR	820PM	10PM	820PM	10PM	250PM	CLOSED
704 – C.L. WILSON	1200	1200	1200	1200	1200	CLOSED
724 – GREAX	OFFLINE	OFFLINE	OFFLINE	OFFLINE	OFFLINE	OFFLINE
742 – DELCO	10PM	930PM	10PM	930PM	930PM	550PM
743 – S.R. COLLINS	620PM	720PM	720PM	720PM	620PM	550PM
758 – LEROY MOORE	220PM	220PM	220PM	220PM	1150A	CLOSED
783 – ARCH	1050PM	1050PM	1050PM	1050PM	1050A	CLOSED
789 – JJ	420PM	420PM	5PM	6PM	350PM	CLOSED
790 – O'BANION	5PM	5PM	5PM	5PM	5PM	CLOSED
793 – EE	9PM	9PM	9PM	9PM	1130AM	CLOSED

Prairie View A&M University
Fall 2010 Term
Day/Time Course Offering Guidelines

➤ 15 week session

15 Week Session

- **MWF or MTWF Meeting times (3 or 4 credit hours):**

07:00 AM – 07:50 AM

01:00 PM – 01:50 PM

08:00 AM – 08:50 AM

02:00 PM – 02:50 PM

09:00 AM – 09:50 AM

03:00 PM – 03:50 PM

10:00 AM – 10:50 AM

04:00 PM – 04:50 PM

11:00 AM – 11:50 AM

05:00 PM – 05:50 PM

12:00 PM – 12:50 PM

06:00 PM – 06:50 PM

15 Week Session

- **TR Meeting times (3 credit hours):**

08:00 AM – 09:20 AM

09:30AM – 10:50 AM

11:00 AM – 12:20 PM

12:30 PM – 01:50 PM

02:00 PM – 03:20 PM

03:30 PM – 04:50 PM

05:00 PM – 06:20 PM

15 Week Session

- **MW Meeting times (3 credit hours):**

02:00 PM – 03:20 PM

03:30 PM – 04:50 PM

05:00 PM – 06:20 PM

- **S Meeting times (3 credit hours):**

08:00 AM – 10:50 AM

11:00 AM – 01:50 PM

02:00 PM – 04:50 PM

15 Week Session

- **M –F One Day a week meeting times (1 or 3 credit hours):**
 - Begin classes at or after 2:00 PM
 - Start classes on the scheduled times associated with the particular day (Monday, Wednesday or Friday 2:00, 3:00, 4:00 or 5:00; Tuesday or Thursday 2:00, 3:30 or 5:00)
 - One (1) credit classes should look for opportunities in rooms on Thursdays during the time slot of a 4 day a week, 3 or 4 credit hour class (examples: MATH 1113 or MATH 1124)