

Policy Name: Academic Classification
Policy Number: ADM 3.14
Title of Policy Owner: Campus Director & Dean of Academic Affairs
Policy Type: RHEI/Shared Services BSMCON SCHS SOMI
Approved by: RHEI Leadership Team
Effective Date: 1/19/2023
Version: 1.1
Policy Status: Approved

I. Policy

It is the policy of Bon Secours St. Mary's Hospital School of Medical Imaging (SOMI) to publish academic classification.

II. Purpose

The purpose of this policy is to provide the student academic classification and enrollment standards

III. Scope

This policy applies to the entire SOMI community: faculty, staff, and students.

IV. Definitions

None

V. Policy Details

Student academic classification is based on the number of credit hours completed including transferred hours.

Academic Classification

CLASSIFICATION	CREDITS
Freshman	0 – 29
Sophomore	30 - 59

Enrollment Standards

CLASSIFICATION	CREDITS
Full-Time	12 or more
Three-Quarters	9 – 11
Half-Time	6 – 8
Less than Half-Time	1 – 5

Credit/Credit Hour Formula

The following formula is used to calculate credit hours.

One semester credit is equal to:

- One hour of lecture per week for a semester or the equivalent number of hours.
- Two hours of lab per week for a semester or the equivalent number of hours.
- For every fifty-six (56) hours in the clinical (practicum) setting a student will be awarded one (1) credit hour.

VI. Attachments

None

VII. Related Policies

None

VIII. Disclaimers

Nothing in this policy creates a contractual relationship between Bon Secours St. Mary's Hospital School of Medical Imaging (SOMI) and any party. SOMI, in its sole discretions, reserves the right to amend, terminate or discontinue this policy at any time, with or without advance notice.

IX. Version Control

Version	Date	Description	Prepared by
1.0	5/15/2022	Initial Policy	CDDAA
1.1	8/1/2023	New Template	CDDAA