



Calculating Credit for School Semester Hours

In order to simplify the way we determine school hours based on a semester hour system we will start using the following method. This will make it easier to determine how many hours a client must work to supplement their school hours to attain the 20 hour minimum activity requirement.

12 semester hours = 20 hours
9 semester hours = 15 hours
6 semester hours = 10 hours
3 semester hours = 5 hours

Use the following calculation to determine semester hours that do not fall in one of the categories listed above.

20 (activity hours) divided by 12 (semester hours) = 1.66 . Multiply the number of semester hours by 1.66 . An example of this would be 7 semester hours $\times 1.66 = 11.62$ (do not round up) for a total 11 activity hours.

If you have any questions ask your supervisor. Thanks