

Document of The School of Business, Hunan Institute of Engineering

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Interim ECTS Conversion Rules for ASIIN-accredited Programs in the School of Business

Article 1

In order to better adapt to the trend of international education, regulate and strengthen the supervision of student workload in the school, safeguard the legal rights and interests of students and the school, improve talent cultivation, promote high-level education in our university, and better serve economic and social development, these management measures for monitoring student workload are hereby formulated. These measures apply only to the ASIIN-accredited programs of this school.

For ASIIN-accredited programs, the university will set up ECTS credits and overall student workload (Workload) in parallel to the existing credits and teaching hours, to better reflect the student-centered educational philosophy in terms of learning responsibility.

Each ECTS credit corresponds to a total student workload of 25-30

hours (referring to the average for students), including teaching hours and independent study time. The independent study time includes, but is not limited to, preview, assignments, review, exam preparation, as well as students' online search for relevant materials and self-directed exploratory activities around course knowledge.

ECTS credits may not be entirely equivalent to the existing credit system. They depend on factors such as course difficulty and the level of cognitive objectives, and may be higher or lower than the current credit setting. The initial setting of ECTS credits should incorporate teachers' judgment based on teaching, but must be revised and improved based on the actual and statistical study time of students.

Article 2

These management measures aim to scientifically and systematically monitor and manage student workload, to ensure that students' study burden is within a reasonable range, promote overall student development, and enhance teaching quality and effectiveness. The goal is to ensure that students' self-study time is consistent with the self-study credits set in the module handbook.

Article 3 Conversion Rules

As the school has not yet conducted research and evaluation on students' independent study time, and based on current teaching and student learning situations, the following interim ECTS conversion rules

are formulated:

(1) When calculating credits in this university and other domestic universities, only face-to-face teaching hours are considered. 16 teaching hours in theoretical courses in China generally correspond to 1 credit. As a principle, 1 Chinese credit in theoretical courses equals 1 ECTS credit.

(2) Credits for internship and practical courses (including graduation projects/dissertations) are calculated based on the number of practice weeks. In most cases, one week of internship or practice equals 1 credit, specifically converted to 22 hours. Usually there are two or more instructors for practical courses, and students need to invest more independent study time. Therefore, for internship and practical courses, 1 Chinese credit equals 2 ECTS credits.

Article 4 Revision of Management Measures

These measures are interim conversion management measures. After subsequent collection of monitoring data and evaluations, the conversion rules will be modified, and these management measures will be revised.

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