
Student Credit Hour FAQs April 2024

1. How are the number of units per student calculated?

The number of units per student per class is calculated by using the Units field (see Class Enrollment Subject Area) when this field is not equal to zero. When Units are equal to zero then it is populated based on the Units in Progress value (see Class Enrollment Subject Area).

2. How are student credit hours calculated?

Student credit hours are calculated by summing the total number of units per student per class when the student is in the enrollment status of E (Enrolled). The value of Units – Total Enrollment within the Academic Class > Academic Class Units folders is utilized to calculate the fact Student Credit Hours.

3. Are student credit hours for 601 and 611 classes included?

Yes, classes which have a catalog number of 601 or 611 are represented within the Student Credit Hours fact because the value of Units in Progress Financial Aid (see Class Enrollment Subject Area) is utilized rather than the value of the Units (see Class Enrollment Subject Area) which is typically equal to zero.

4. Are cross-listed classes included?

Yes, cross-listed classes are included, and the student credit hours are not counted more than once. Cross-listed classes have unique class numbers which will count students by the specific class they have enrolled in. For example, cross-listed classes of WMNST 137 and RLST 137 can have 5 and 10 students enrolled, respectively. For additional information on how cross-listed classes are entered into LionPATH see [How to Create a Combined Section Class \(Cross-List\)](#).

5. What enrollment statuses are included?

The enrollment status of E (Enrolled), which includes enrollment status reasons of DROP (Dropped (was enrolled)), ENRL (Enrolled), EWAT (Enrolled from Wait List), and WDRW (Withdrawn from Class), are counted towards student credit hours.

6. What terms are included for the budget model?

For the budget model, a year is made up of a Fall, Spring, and Summer term within that order. For example, for the 2022-2023 reporting year for SCH (Student Credit Hours), it includes Fall 2022, Spring 2023, and Summer 2023.

7. Are combined section classes included?

Yes, combined section classes are included, and the student credit hours are not counted more than once. Combined section classes have unique class numbers which will count students by the specific class they have enrolled in. For example, combined section classes of SOC 416 and EDTHP 416 can have 6 and 12 students enrolled, respectively. For additional information on how combined section classes are entered into LionPATH see [How to Create a Combined Section Class \(Cross-List\)](#).

8. How are student credit hours distributed for Digital Learning Cooperative classes?

Student credit hours are distributed the same for Digital Learning Cooperative classes as for all other classes.

9. How are World Campus student credit hours distributed?

World Campus student credit hours are distributed the same as for all other classes. Before the deployment of the Student Credit Hours – LP subject area the approving college was utilized. Any student credit hour reporting prior to Summer 2022 will not match results within the Student Credit Hours – LP subject area.

10. What is an Instructor Pay Budget?

The Instructor Pay Budget is the area within the University which is paying the instructor to teach the class. The Instructor Pay Budget within LionPATH is associated with an academic organization code rather than a budget code that might be utilized within SIMBA. This information is manually entered and updated by a Registrar Office or Academic Unit at the University. This information can be found on the pay detail tab within LionPATH.

11. What class levels (catalog numbers) are included within the undergraduate student credit hours fact?

Classes with catalog numbers between 0 and 499 are included within the undergraduate student credit hours fact.

12. What class levels (catalog numbers) are included within the graduate student credit hours fact?

Classes with catalog numbers between 500 and above are included within the graduate student credit hours fact.

13. How are student credit hours distributed if there is more than one instructor per class?

Student Credits Hours are distributed equally among all instructors and their instructor pay budgets for a class. See the [Student Credit Hour Distribution Examples](#). (You need to be connected to the Penn State VPN to connect to this dashboard in iTwo)

14. What makes a record unique within the Student Credit Hours – LP subject area?

The following fields provide a unique record in the Student Credit Hours – LP subject area:

- Academic Class> Class Number
- Instructor> Instructor Campus ID
- Class Meeting Pattern> Class Meeting Pattern Number
- Instructor Role> Instructor Role
- Instructor Pay Budget> Instructor Pay Budget Code
- Term> Term

15. Are there classes that are included within the subject area, but their student credit hours are not distributed to a College or Campus?

There are several instances where a class is included within the Student Credit Hours-LP subject area, but their student credit hours are not distributed to a College or Campus:

- Class Location = Study Abroad
- Class Subject Code = Army or Air or Navy and Class Campus Code = UP
- Instructor Pay Budget = University College (temporary)
- Instructor Pay Budget = Hershey, College of Medicine, and the Law Schools

16. How are student credit hours for study abroad classes assigned to a College or Campus?

Student credit hours for study abroad embedded program classes are currently assigned to a College or Campus. Student credit hours for study abroad freestanding program classes are currently not assigned to a college or campus. These classes (freestanding) are ones where the class location is Study Abroad or they are enrolled in an EDAB class, which is a temporary placeholder for a class a student is enrolled in abroad and not through Penn State.

17. What class statuses are included?

All class statuses are included. Not all class statuses result in student credit hours. For example, a class status of cancelled will display 0.0 student credit hours.

18. How are student credit hours assigned to a Campus or College?

See the [SCH Assignment to a College or Campus documentation](#). (You need to be connected to the Penn State VPN to connect to this dashboard in iTwo)

19. Are student credit hours calculated for non-credit classes?

No, non-credit classes are currently excluded from the Student Credit Hours-LP subject area. Non-credit classes provide students with core competencies in a specific area but does not award college credit for those classes.

20. What date(s) within a term is the student credit hour data pulled for each semester?

This subject provides weekly snapshots starting for the term Summer 2023. The terms of Summer 2017 through Spring 2023 contain only 1 snapshot. Starting with Summer 2023 there are weekly snapshots from week 1 until the census date. Starting with Fall 2023 there will be weekly snapshots from -8 week (8 weeks (about 2 months) prior to the term starting) until the census date (6 weeks (about 1 and a half months) after the term has started). The census date snapshot will be considered the official student credit hours used within the University's budget allocation model.

21. What date within a term is the student credit hour data pulled for the University's Budget Allocation Model?

The census date will be considered the official student credit hours used within the University's budget allocation model. The census date for Fall and Spring terms is 6 weeks after the term begin date. The census date for the Summer Term is at the end of the term.

22. Why is the census date snapshot used for official student credit hour reporting for the University's Budget Allocation Model?

Pulling the data on the census date aligns the student credit hour data with the student official enrollment data (the student enrollment data is used for determining headcount within the budget allocation model). And the census date is utilized because it is the day after the University reconciles enrollment information for the term within LionPATH.

23. Why are all enrollment status reasons for the enrollment status of E (Enrolled) included?

All enrollment status reasons for the enrollment status of E (Enrolled) are included because they best represent the students that the instructor(s) put effort into teaching for the term.

24. Why is there only one snapshot date for the terms Summer 2017 through Spring 2023?

The information within the subject area was not being captured on a weekly basis prior to March 2023. So, a snapshot of the most recent data as of March 2023 was taken for terms Summer 2017 through Spring 2023 to represent the data for these terms.

25. Why do the student credit hour totals by Campus and College for Summer 2017 through Spring 2022 not match between the Student Credit Hours-LP subject area and the numbers reported in Fall 2022?

Totals within the Student Credit Hours-LP subject area may not match because the subject area assigns all student credit hours for all included terms based on the current method for consistency and trending purposes. In Fall 2023, the 2021-2022 SCH were updated in the budget model spreadsheet to reflect the new SCH allocation method. These student credit hours for Fall 2021, Spring 2022, and Summer 2022 will not match the iTwo subject area.

26. What Instructor Pay Budget Codes cannot be used to assign a Campus or College?

The Instructor Pay Budget Codes listed below cannot be used to assign a Campus or College because beginning characters of the code (up to the 1st four characters can be utilized) are too general and do not allow a specific Campus or College to be determined. For classes with the pay budget codes listed below, if the class academic group code or class campus code can be utilized then it will be to assign a Campus or College. See [SCH Assignment to a College or Campus](#). (You need to be connected to the Penn State VPN to connect to this dashboard in iTwo)

UPIC_ACS	UPIC_ECLGY	UPIC_NAVY
UPIC_AIR	UPIC_HNUTR	UPIC_OR
UPIC_ARMY	UPIC_IBIOS	IC
UPIC_BIOE	UPIC_ICOL	PSU55
UPIC_BSB	UPIC_INSC	UP
UPIC_CDE	UPIC_MCIBS	