

WORKSHEET TO CALCULATE WORKLOAD AND RESULTANT UNIT VALUE

Department	
Course Title	
Student Facilitator Name	

The requirement of the University of California for determining the unit value of a course is that one unit equals three hours of work per week, or about 45 total hours over a 15-week semester. This work includes time spent in class as well as time spent doing work outside of class. Note that the 15th week of instruction is RRR week, and regular classroom meetings are not scheduled.

The worksheet below is intended to aid the student facilitator and instructor of record in developing the course and determining its workload and unit value. Since group study courses can take more than one form, all of the categories below may not be relevant to every course. Requirements should be reflected in the syllabus.

Requirement			Total Hours
In-class time	_____	hours per week × _____	weeks = _____
Reading	_____	hours per week × _____	weeks = _____
Writing papers	_____	hours per paper × _____	papers = _____
Research/study	_____	hours per week × _____	weeks = _____
Other:	_____	hours per week × _____	weeks = _____
Other:	_____	hours per week × _____	weeks = _____
Other:	_____	hours per week × _____	weeks = _____
Total:			_____

~ 45 hours = 1 unit	~ 90 hours = 2 units	~ 135 hours = 3 units
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Unit Value: