

## **MEMORANDUM**

**TO:** UTSA Academic Advising and Office of the Registrar

**FROM:** Dr. Heather Shipley  
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Dr. Mark Appleford  
Associate Vice Provost, University College

  


**SUBJECT:** Quarter-hour Credit Applicability to UTSA Core Degree Requirements

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The purpose of this memo is to clarify the criteria that must be met for coursework earned under a quarter-hour credit system to apply toward UTSA Core degree requirements.

**Background:** Texas Administration Code § 511.51 defines quarter hours “(7) A quarter credit hour represents proportionately less work than a semester hour because of the shorter session and is counted as 2/3 of a semester credit hour for each hour of credit.

This definition requires that traditional 4 Quarter hour classes are transferred to UTSA as 2.66 SCH. UTSA students must meet both the 42 hours required in the core and the individual foundational component areas (FCA) and one Component area option (CAO). Each area has a set number of SCH required for completion:

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|--|--|
| (1) Communication (6 SCH)                    | (6) American History (6 SCH)               |
| (2) Mathematics (3 SCH)                      | (7) Government/Political Science (6 SCH)   |
| (3) Life and Physical Sciences (6 SCH)       | (8) Social and Behavioral Sciences (3 SCH) |
| (4) Language, Philosophy and Culture (3 SCH) | (9) Component Area Option (6 SCH)          |
| (5) Creative Arts (3 SCH)                    |  |

### **A MINIMUM OF 2.66 QUARTER-HOUR CREDITS MAY SATISFY A CORE 3 SEMESTER-CREDIT-HOUR REQUIREMENT**

Courses converted into **at least** 2.66 semester-credit-hours at UTSA may satisfy a 3 semester-credit-hour core course requirement.

In the Core Curriculum, a core component that normally requires 3 semester-credit-hours may therefore be “met” by at least 2.66 semester-credit-hours transferred from a quarter-hour system (i.e., by a 4-quarter-hour course). A core component that normally requires 6 semester-credit-hours may be “met” by at least 5.32 hours of credit transferred from a quarter-hour system (i.e., by two 4-quarter-hour courses).

### **A MINIMUM OF 42 HOURS MUST BE COMPLETED IN THE CORE CURRICULUM**

# UTSA Undergraduate Studies

Students that complete a core component using quarter-hour coursework **must still earn at least 42 hours total in the Core Curriculum**. Students using quarter-hour coursework in the core may reach at least 42 hours by applying any additional core curriculum course(s) not already used to satisfy a core component area to the Component Area Option (090) or by petition. (please see the examples below).

If additional hours need to be applied to the Component Area Option to reach 42 hours, advisors may email [DegreeWorks@utsa.edu](mailto:DegreeWorks@utsa.edu) specifying which additional course(s) should be applied.

### APPLICABILITY OF QUARTER-HOUR-CREDITS WORTH FEWER THAN 2.66 SEMESTER-CREDIT-HOURS

Courses converted into **fewer than 2.66 semester-credit-hours** at UTSA might be able to apply toward a specific degree requirement on a case-by-case basis with approval from the appropriate academic area. Students will still need to complete all minimum degree and residency hours requirements.

### EXAMPLE

The image below shows a student only has 5.66 semester-credit-hours of Core Life & Physical Sciences (030) coursework. Although her 030 Core requirement is considered complete, she will only have 41.66 hours of coursework in the Core.

✓ Life and Physical Sciences	GES 2613	Physical Geography	TC	3	Fall 2022
<b>Satisfied by:</b>		GEOG001 - - Los Angeles CC System Office			
	BIOL 155	Natural History of Animals	TC	2.66	Fall 2022
<b>Satisfied by:</b>		BIOL155 - - Cal State Univ-Los Angeles			

To reach 42 hours total in the Core, we can use a second core-approved course in the Component Area Option (090) category (see below). **The second course can only be applied by the Degree Works team.**

✓ Component Area Option	COM 2113	Public Speaking	TA	3	Fall 2022
<b>Satisfied by:</b>		SPEE001 - - Los Angeles CC System Office			
	PHI 2043	Introductory Logic	TC	2.66	Fall 2022
<b>Satisfied by:</b>		PHIL250 - - Cal State Univ-Los Angeles			
<b>Exception by: DegreeWorks Team</b>		<b>On:</b> 12/02/2022	<b>Remove Course and/or Change the Limit:</b>	Use 2 classes to reach 42 hours total in core	