

## Easy-Reference Guide for Determining Number of Potential Credits for *Each* IV and V Tab Work Experiences (IV Tabs)

<b>Undergraduate Credit for each position (IV tab)</b>	
Months on Job	Max potential credit hours
0 - 9	0
10 – 12	1
13 – 15	2
16 – 18	3
19 – 22	4
23 – 28	5
29 – 33	6
34 – 38	7
39 – 43	8
44 – 50	9
51 – 57	10
58 – 64	11
65 – 71	12
72 – 80	13
81 – 89	14
90 – 99+	15

<b>Graduate Credit for each position (IV tab)</b>	
Months on job	Max potential credit hours per job
0 – 9	0
10 – 15	1
16 – 20	2
21 – 25	3
26 – 30	4
31 – 35	5
36 – 40	6
41 – 45	7
46 – 50	8
51 – 55	9
56 - 60	10
61 – 64	11
65 - 84	12

### Training Experiences (V Tabs) (Undergraduate & Graduate)

<b>Courses from Regionally- Accredited Schools that did not transfer to CMU*</b>	
Class Hours	Credit Hours
0 – 14	0
15 – 29	1
30 – 44	2
45 – 60	3
and so on	

\*Every 15 class hours = 1 credit. The number of credits for a course as reflected on the school’s transcript is how much we award.

<b>Trainings, Workshops, Seminars*</b>	
Class Hours	Credit Hours
0 – 44	0
45 – 89	1
90 – 134	2
135 – 180	3
and so on	

\* Every 45 hours = 1 credit. For Vehicle Design students with trainings from Batavia or Philpott Automotive Engineering School, every 40 hours = 1 credit.

**10 CEUs (Continuing Education Units) = 1 credit**