

Distance Education Course Terminology

The consistent use of terminology concerning distance courses and programs is critical for meeting compliance requirements, reporting to accreditors, and providing clear and effective information to students. Distance education courses are divided into the following three classifications:

Fully Online / No Set Meet Time – a course where 100% of the instruction is delivered in an asynchronous instruction mode. Students do not need to be on campus for any portion of the course work or evaluation. Instruction and interaction occur through the internet, such as via the University-managed Learning Management System (LMS). Day and time **are not** listed in the course schedule.

Fully Online / Set Meet Time - a course where 100% of the instruction is delivered in a synchronous instruction mode. Students do not need to be on campus for any portion of the course work or evaluation. Instruction and interaction occur through the internet at set days and times, such as via the University-managed LMS and online course meeting tools. Day and time **are** listed in the course schedule.

Mostly Online – an online course where students will be required to be on campus for up to 25%* of the course contact hours. Online instruction and interaction occur online, such as via the University-managed LMS, utilizing either synchronous or asynchronous instruction modes. Day and time **are** listed in the course schedule for all synchronous and on-campus meeting times.

*The percentage of online and face-to-face instruction is determined by the number of contact hours each method utilizes relative to the number of contact hours for the entire course.