

Online and Hybrid/Blended Course Credit Hour Assignment

Policy

NTU online and hybrid/blended course hour are assigned based on the guidelines below and meeting the HLC Policy: Assignment of Credits, Program Length, and Tuition-Number: FDCR.A.10.020.

Procedures

Online Courses: Courses offered entirely online without any on-site face-to-face meetings. These courses have the same learning outcomes and substantive components of a standard lecture/seminar course with an alternative delivery method. Contact time is satisfied by several means which can include but is not limited to, the following:

- a.) regular instruction or interaction with a faculty member once a week for each week the course runs.
- b.) Academic engagement through interactive tutorials, group discussions moderated by faculty, virtual study/project groups, engaging with class peers and computer tutorials graded and reviewed by faculty. In all such instances, these courses must meet the total amount of instructional and student work time as the examples above even if delivered online or asynchronously. Instructional time can be estimated using the faculty's educated calculation of how much time would be sufficient to achieve satisfactory progress toward learning outcomes on the following activities:
 - Reading, viewing or listening to course presentations
 - Reading other course materials
 - Participation in course interactions (discussions via text, audio, or video)
 - Conducting research as part of the class
 - Completing class assignments, projects or other assessment activities

This can be accomplished by a faculty member breaking down course activities ahead of the start of the course and provide details regarding specific items and estimated completion time. Throughout the course students can be surveyed to assure the estimates are accurate or corrections can be made for the remainder of the course as well as the next time it's offered.

Hybrid/Blended Courses: Courses offered in a blended format with 1 or more on site face-to-face class sessions and at least one or more online sessions, both containing direct interaction with a faculty member. Contact time is assessed using both on-site definitions (for the on-site portion) and online definitions as above (for the online portion). In all such instances, these courses must meet total amount of instructional and student work time as the examples above even if delivered online or asynchronously.