

University of Kansas

Office of the University Registrar Help Sheet for Instructional Modes



INTRODUCTION: Accurately and consistently applying instructional modes to courses is critical for setting expectations among students, faculty, and advising staff, as well as complying with external governing body and accreditation requirements.

In-Person Class (P)

A class delivered primarily with face-to-face instruction

In-Person
76-100%

Online
0-24%

0-24% of formalized instruction and interaction occurs at a distance from campus

For a 3-credit hour semester class, students can expect:

- Scheduled classroom time on campus each week, usually totaling just under 3 hours
- Possibly some instruction/interaction online
- An average of 6 or more hours of preparation and homework each week outside of class

Hybrid Classroom Class (HC)

A blended class with significant in-person classroom instruction and also significant online activity

In-Person
26-75%

~50% / ~50%

Online
25-74%

25-74% of formalized instruction and interaction occurs at a distance from campus

For a 3-credit hour semester class, students can expect:

- Instruction time equal to a 3-credit in-person class, with significant instruction online
- On-campus and distance components alternating consistently with significant activities in-person and online
- An average of 6 or more hours of preparation and homework each week outside of class

Hybrid Online Class (HO)

A blended class largely delivered online, with some in-person classroom instruction

In-Person
1-25%

Online
75-99%

75-99% of formalized instruction and interaction occurs at a distance from campus

For a 3-credit hour semester class, students can expect:

- During most weeks of the class, 2.5-3 hours of instructional activity and interaction is conducted online
- One or more required on-campus sessions
- An average of 6 or more hours of preparation and homework each week outside of class

Online Class (WW)

An online class that uses technology to deliver instruction to students separated from the instructor

Online
100%

100% of formalized instruction and interaction occurs at a distance from campus

For a 3-credit hour semester class, students can expect:

- 0 hours of required time on campus (including for exams)
- 3 hours per week, on average, of instructional activity and interaction conducted online
- An average of 6 or more hours of preparation and homework each week outside of class

INSTRUCTIONS FOR CLASS SECTIONS: Each section can only have one instructional mode. If you are offering a course utilizing multiple instruction modes, a section must be created for each mode.

FORMALIZED INSTRUCTION: KU is committed to ensuring courses with online components and fully online courses provide an engaging equivalent to face-to-face instruction. In an online environment, "formalized instruction" may take the form of one-on-one or group video chat communications, instructor-facilitated asynchronous discussion boards, instructor-facilitated long-term projects, narrated presentations, online synchronous lecture sessions, recorded lectures, and many other options.