

Course and Program Delivery Methods:

The University of Scranton uses a variety of methods to deliver its curricula. The University follows the definitions for course and program delivery, including distance education/distance learning, consistent with the U.S Department of Education and [The Code of Federal Regulations](#); the Pennsylvania Department of Education (PDE); and Middle States Commission on Higher Education policies, standards and guidelines. Regardless of delivery modality or degree level, all courses must meet credit hour requirements and other meeting time standards as stated in relevant policy and regulation, including the University's [Credit Hour Policy](#) and the University's undergraduate and graduate catalogs. Individual academic programs may have unique program and/or course delivery requirements, or limitations, based upon professional, accreditation, or other standards.

Courses and programs delivered via distance education may be delivered using either synchronous, asynchronous, or blended instructional methods and must have comparable learning outcomes to those delivered in-person. Distance education course and program delivery must include regular and substantive interaction between faculty and students via established methods.¹

Course Delivery Methods : A course is considered a distance education course if all instruction occurs exclusively through distance education methods, as defined in existing regulations. This designation applies even if the course includes in-person, non-instructional activities such as orientation, testing, or academic support services.

Method	Definition
<u>In-Person:</u> <i>Delivery is on campus, in-person only.</i>	Courses are offered face-to-face at the University of Scranton's main campus or approved additional locations or instructional sites, and have regular, scheduled interactions for all section meetings. Students and the faculty are located in the same physical space for scheduled course meetings. Meeting times are communicated to students in the course schedule; this delivery method follows the published final exam schedule.
<u>Hybrid:</u> <i>Delivery is a combination of on-campus, in-person and distance education.</i>	Courses are offered using a combination of in-person and distance education delivery methods. Coursework offered through distance delivery methods may be synchronous or asynchronous and must include regular and substantive interaction between faculty and students via established methods. Contact time is satisfied through required in person meetings as well as distance education means which can include, but is not limited to, the following: a) regular online 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/group projects, engaging with class peers, journals, web-links, discussion board exchanges, chat room activities, blogs, on-line quizzes/exams, video conference, email correspondence, conference calls, etc.; c) computer tutorials graded and reviewed by faculty.

¹ See the University's Guidance on Regular and Substantive Interaction for more details (*note this guidance/policy in development*).

Distance Education Course: A course is considered a distance education course if all instruction occurs <i>exclusively</i> through distance education methods, as defined in existing regulations. This designation applies even if the course includes in-person, non-instructional activities such as orientation, testing, or academic support services.			
Distance Education Course: Fully Online <i>Delivery is fully online, via asynchronous, synchronous, or blended formats.</i>	Asynchronous: Coursework is offered entirely online via a learning management system (LMS) or other electronic platform without any in-person instruction or real-time required meeting times and instruction. Students and faculty do not share the same physical location for any portion of the course. Contact time is satisfied through several means which can include, but is not limited to, the following: a) regular online 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/group projects, engaging with class peers, journals, web-links, discussion board exchanges, chat room activities, blogs, on-line quizzes/exams, video conference, email correspondence, conference calls, etc.; c) computer tutorials	Synchronous: Coursework is offered entirely online via a learning management system (LMS) or other electronic platform. Although students and faculty do not share the same physical location for any portion of the course, these courses have scheduled real-time required meetings and instruction. Contact time is satisfied through several means which can include, but is not limited to, the following: a) regular online 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/group projects, engaging with class peers, journals, web-links, discussion board exchanges, chat room activities, blogs, on-line quizzes/exams, video conference, email correspondence, conference calls, etc.; c) computer tutorials	Blended: Distinct from hybrid courses (where learning is a mix of in-person and online), blended coursework is offered entirely online utilizing both types of distance education methods: asynchronous (unscheduled course meeting times) and synchronous (scheduled course meeting times) requirements. Contact time is satisfied through means described above for each distance education delivery mode. Courses include regular and substantive interaction between faculty and students via established methods.

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Program Delivery Methods

Method	Definition
On-Campus: <i>Delivery is entirely or predominantly in-person, with some online instruction possible.</i>	Degree requirements are entirely or predominantly – 50% or more - delivered face-to-face at the University of Scranton’s main campus or approved additional locations or instructional sites, and have regular, scheduled interactions for all meetings. Students and instructors are located in the same physical space for scheduled course meetings.
Distance Education Program In general, a program is considered a distance education program if (1) the entirety of the program’s required coursework, including general education requirements, can be completed via distance education modalities (e.g., a fully online program) or (2) if 50% or more of the program’s requirements can be completed via distance education modalities (hybrid program). Distance education programs may be offered synchronously or asynchronously via a learning management system (LMS) or another electronic platform. Contact time is satisfied through means described above for each distance education delivery mode. Include regular and substantive interaction between faculty and students via established methods.	
Distance Education: Fully Online Delivery is online only.	All degree requirements (one hundred percent) are delivered in an online, web-based format, using synchronous, asynchronous or blended delivery methods.
Distance Education: Hybrid Delivery is predominantly online, with some in-person instruction.	Degree requirements are predominantly – 50% or more, though less than 100% - delivered via distance education, but may include limited on-campus or other in-person meeting requirements either at the University's main campus or an approved location or other instructional site.