

Key to Modalities

From pages 9-10 of Part 2 of the Higher Learning Commission document: *Process: Federal Compliance Filing Version 2 April 2013*

1. “FTF: For courses where instructors interact with students in the same physical space for approximately 75% or more of the instructional time.” FTF = face to face
2. “Mixed FTF: For courses where instructors interact with students in the same physical space for less than 75% of the instructional time with the remainder of the instructional time provided through distance or correspondence education.”
3. “Distance: For courses where instructors interact with students through one or more forms of distance delivery.”

Federal Definitions of Distance Education:

“Distance education/course means education that uses one or more of the {following} technologies (i) to deliver instruction to students who are separated from the instructor: and (ii) to support regular and substantive interaction between the students and the instructor, synchronously or asynchronously. The technologies used may include: (i) the internet; (ii) one way and two way transmissions through open broadcast, closed circuit, cable, microwave, broadband lines, fiber optics, satellite, or wireless communications devices; (iii) audioconferencing; or (iv) videocassettes, DVDs, and CD-Roms, if the videocassettes, DVDs or CD-Roms are used in conjunction with any of the technologies listed in clauses (i) through (iii).”

4. “Correspondence: For courses where instructors interact with students through mail or electronic interface according to a typically self-paced schedule.”

“Federal Definitions of Distance/Correspondence Education:

Distance education/course means education that uses one or more of the {following} technologies (i) to deliver instruction to students who are separated from the instructor: and (ii) to support regular and substantive interaction between the students and the instructor, synchronously or asynchronously. The technologies used may include: (i) the internet; (ii) one way and two way transmissions through open broadcast, closed circuit, cable, microwave, broadband lines, fiber optics, satellite, or wireless communications devices; (iii) audioconferencing; or (iv) videocassettes, DVDs, and CD-Roms, if the videocassettes, DVDs or CD-Roms are used in conjunction with any of the technologies listed in clauses (i) through (iii).

Correspondence education/course means: (1) Education provided through one or more courses by an institution under which the institution provides instructional materials, by mail or electronic transmission, including examinations on the materials, to students who are separated from the instructor. (2) Interaction between the instructor and the student is not regular and substantive, and is primarily initiated by the student. (3) Correspondence courses are typically self-paced. (4) Correspondence education is not distance education. “

5. “Independent/Directed Study: For courses where instructors interact with students through a flexible format.”
6. “Weekend College: Courses offered during an evening or weekend college that, while on the same calendar, may structure its courses and credit assignments differently than the same courses offered

during the regular day; courses offered in the evening or on the weekend as another scheduling option for students, but the courses provide similar class meetings or instructional time as those courses offered by the institution during the regular day need not report evening or weekend courses in this category.”

7. “Internships/Practica: Internship or practica experiences for which credits are awarded by the institution. Courses within professional schools such as education, nursing, physical therapy, etc. that require internships or practica with high credit allocations should provide brief summative information.”