

Examples of language for Syllabus Template section “Course Time Commitment”

2024- 2025 Template

***Course Time Commitment**

[Edit this paragraph as needed] Your course time commitment will vary. In addition to any in-person or virtual class sessions with your instructor, a 16-week course requires two additional hours of preparation per credit per week outside the classroom. 8-week courses may meet fewer hours, but include more homework. For 8-week fully online courses, you would spend about six hours per week per credit. For 16 week fully online courses, you would spend about three hours per week per credit on course work.]

Regardless of the delivery method, approximately 45 hours per credit of total student effort is anticipated. This equates to 135 hours for a 3-credit course.

Faculty should be aware that this paragraph is required in all syllabi to address the university Credit Hour Policy [Credit Hour Policy](#). The syllabus submitted to the Academic Office should address all deliveries of the course.

Examples for **Synchronous Instruction**

Semester-length face-to-face

15 to 16-week face-to-face and virtual courses meet three fifty-minute hours per week, or the equivalent amount of time when meeting twice or once per week, and students are expected to do homework outside of class of approximately six hours per week, for 135 hours of total student effort over the semester.

Eight-week Accelerated courses

This three-credit eight-week face-to-face or virtual course meets three instructional hours per week (plus a 15-minute break), and students are expected to complete approximately 13-14 additional hours of homework per week outside the classroom for 135 hours of total student effort over the 8-week term.

Examples for **Blended Instruction**

Note: Blended courses’ scheduled hours are determined by the department and the Registrar, based on the Instructional Method Chart (see Faculty Handbook). Blended courses include both scheduled meetings with the instructor and asynchronous instructor-student interaction through the learning management system. Meeting schedules are based on the balance of

methods as described in the Instructional Method chart in the Faculty Handbook. Blended courses are instructor-facilitated rather than instructor intensive, requiring effective self-direction by students. Regardless of the delivery method, approximately 45 hours per credit of total student effort is anticipated.

Semester-length blended, with online instructor-student interaction, less than 50% face-to-face

For this three-credit course, students meet with the instructor for one regularly scheduled hour per week (15 hours) during this semester long course. Students also interact with the instructor through the learning management system asynchronously for approximately one additional hour per week (15 hours) and are expected to complete homework of about 7 hours per week (105 hours), for total student effort of 135 hours. Regardless of the delivery method, approximately 45 hours per credit of total student effort is anticipated.

Eight-week accelerated with online instructor-student interaction, more than 50% face-to-face

This three-credit eight-week instructor facilitated face-to-face or virtual course includes scheduled meetings of three hours per week (24 hours) and asynchronous instructor-student interaction of about one to two hours per week through the learning management system (8-12 hours). In addition, students are expected to complete approximately 13-14 hours of preparation (homework) per week. Regardless of the delivery method, approximately 45 hours per credit of total student effort is anticipated, or 135 hours for a three-credit course.

Examples for Online Asynchronous Instruction

Note: There are no scheduled hours for fully asynchronous courses yet regular, substantive instructor-student interaction is required. Students need to log in frequently and submit assignments weekly to demonstrate attendance. Online asynchronous courses are instructor-facilitated rather than instructor intensive, requiring effective self-direction by students.

8-week three-credit course

There are no required scheduled hours for this three-credit eight-week online asynchronous course. Instructor-student interaction occurs within the learning management system. Students should plan to log into the course three or four times per week and spend approximately 16-17 hours per week on the required readings and learning activities, and assignments. Regardless of the delivery method, a total of approximately 45 hours per credit of student effort is anticipated, or 135 hours of total student effort for a three-credit course.

15-16 week three-credit course

There are no required scheduled hours for this three-credit 15-week online asynchronous course. Instructor-student interaction occurs within the learning management system. Students

should plan to log into the course three or four times per week and spend approximately nine (9) hours per week on the required readings, learning activities, and assignments. Regardless of the delivery method, a total of approximately 45 hours per credit of student effort is anticipated, or 135 hours of total student effort for a three-credit course.