

Important Information About Hybrid Courses

What is a hybrid course?

In a hybrid course, instruction is delivered both in person and online. For scheduling and billing purposes, hybrid-type courses are divided into two categories depending on their ratio of in-person to online instruction.

- Hybrid – instruction is mostly online (50% - 99% online).
- Blended – instruction is mostly in the classroom (1% - 49% online).

Hybrid courses 50% or more online have section numbers H01, H02, etc. (For Weekend University, WH1, WH2, etc.)

Blended courses have section numbers B01, etc. (For Weekend Univ, WB1, etc.)

Please note: If a class is primarily online but has even one **required** meeting, it will still be designated as Hybrid and not Online. Fully online courses should be able to be taken by students living at a distance or even out of state, who cannot come to campus for a meeting.

Hybrids and Room Assignments

If a department offers a hybrid class that meets only occasionally, the department should try to offer another hybrid class that mirrors the room usage of the first class as much as possible. This will ensure that a room is not vacant for a large part of the semester.

Example 1:

Hybrid class meets Tuesdays 10:50-1:30 on 8/25, 9/15, 9/29, 10/13, 10/27, 11/10, 12/1.

Another hybrid should be offered at the same time on 9/1, 9/22, 10/6, 10/20, 11/3, 11/17, 12/8.

Example 2:

Hybrid class meets Mondays 1:40-2:55.

Another hybrid should be offered at the same time on Wednesdays 1:40-2:55.

Hybrid classes that are not mirrored and that require a general classroom will not receive a room assignment until all full-semester classes have been assigned rooms.

Hybrids and Finals Week

Given the complexity of the final exam schedule at UCCS, starting in fall 2015 *hybrid classes may not hold a regular class meeting during finals week*. Instead, the last regular class meeting must occur before that week.*

However, if the instructor wishes to give an in-person final exam, the exam may be held during finals week at that time block's scheduled exam time – not at the time the class met during the semester. (Refer to the Final Examination Schedule in the Registration Handbook.) Instructors should clearly indicate the date and time for the final in their syllabus as the time cannot be entered in the ISIS class schedule. **Please note:** If mirrored hybrids using the same room on different dates wish to have a final exam during finals week, the department must determine which class will do so.

* The campus policy that all undergraduate classes should hold final exams during finals week applies to full-semester classes that meet every week. Hybrid courses, along with short courses and Session A (first half) courses, are exceptions to the policy.