

Is your course considered "distance education"?



Is there ANY separation between instructor and student(s) during what would be considered instructional time in the course?

Yes

No



Distance education means education that uses technology(s) to deliver instruction to students who are separated from the instructor and to support regular and substantive interaction between the students and the instructor, either synchronously or asynchronously. (DOE, 2021)



Does instruction occur in-person and in real time between teachers and students or among students and is there NO separation between instructor and students during instruction?



Is the amount of distance instruction within the course more than 49% of the instructional time?

No

Yes



Yes

No



Yes

No

Students enrolled in face-to-face programs may not take more than 50% of their total program credits in distance learning courses. ANY course wherein students use distance learning technology more than 49% of the time to access instruction will be categorized as a distance learning class that counts towards the 50% threshold.

HPU Distance Learning Modality Guide

Hybrid In-person

Online activity is mixed with classroom meetings, replacing a significant percentage, but less than 50% of in-person instruction. A hybrid in-person version might use online sessions to replace some of the traditional weekly classroom sessions in a course. (These do not count as distance learning for 50% of a student's program.)

Hybrid Online

Most course activity is conducted asynchronously online (50% or more), but a small amount of in-person classroom or onsite group activities are scheduled in advance for in-person delivery, such as lectures, discussions, labs, or other appropriate learning activities. In-person instruction, even occasional, should be communicated in advance of the launch of the course.

Virtual

Courses incorporate entirely synchronous online interaction with an instructor and peers and asynchronous coursework.

Online

Courses incorporate entirely asynchronous coursework and online interaction with an instructor and peers.

To maintain eligibility for Title IV funds, distance learning courses must meet the definition of "distance education". This necessitates regular and substantive interaction. Substantive interaction is not wholly optional, is initiated by the instructor, occurs regularly throughout the course, and is scheduled (not self-paced). Instructors should engage with students through discussions and foster instructor-student and student-student interaction. Limiting interaction to answering student questions or providing feedback on assignments or tests is not considered by the federal government as regular and substantive interaction.