TYPES OF MTSU DISTANCE COURSES

MTSU faculty members have the opportunity to develop and to teach a variety of alternative delivery courses. The course types and definitions below are provided to assist course designers as development plans are made and departments as they plan their semester schedules.

Please note:
Web-assisted courses are not considered distance offerings. Definitions are provided for scheduling purposes allowing for more efficient use of classroom space.

DISTANCE COURSE DEFINITIONS

DEVELOPMENT AND REDESIGN FEES APPLY

MTSU Online Courses

Scheduling Codes:
Meeting Type - ONLN
Instructional Method Code - WEB

Definition:
- All class instruction takes place in an online environment
- May include optional orientations and proctored exams (These would be listed in RaiderNet as memo notes. Students must click on the CRN to view notes. Optional meetings will not create a time conflict)
- No physical class attendance may be required
- “D” section number is attached
- MTSU Distance learning fee applies ($10 ug/$15 grad per credit hour)
- Course reviewed and approved through UC
- Development and redesign fees apply
Hybrid Courses

Scheduling Codes:
Meeting Type - HYBR
Instructional Method Code - HYB

Definition:
- A significant portion of instruction and activities takes place online
- May include up to 15 hours of required or mandatory campus meetings per semester (Mandatory meetings will create time conflicts in Banner)
- “D” section number is attached
- MTSU Distance learning fee applies ($10 ug/$15 grad per credit hour)
- Course reviewed and approved through UC
- Development and redesign fees apply

TN eCampus Courses

Scheduling Codes:
Meeting Type - ROCC
Instructional Method Code - RD1 – Undergraduate
Instructional Method Code - RD2 – Graduate

Definition:
- All class instruction takes place in an online environment
- Instructors can require that students take two proctored exams
- R50 is the course section number
- Students from TBR institutions may register for courses
- Course access for faculty and students is through the TN eCampus eLearn website
- Courses are developed per requirements of the Course Developer Program (CDP) and are housed on the TN eCampus server
- TN eCampus course tuition/fees are higher than those of MTSU online offerings
- Courses are reviewed and approved by the TN eCampus instructional design staff
- Development and redesign fees apply

DEVELOPMENT AND REDESIGN FEES DO NOT APPLY

Courses Are Not Approved Through University College
Accelerated Online Courses

*Existing online courses only may be offered via accelerated format*

**Scheduling Codes:**
Meeting Type - **ONLN**  
Instructional Method Code - **WEB**

**Definition:**
- Courses offered online in an 8-week schedule each Fall and Spring semester
- Students may take only 9 hours in each part of term (A1 or A2)
- Students may mix accelerated courses with full-term courses not to exceed 18 hours total
- Students must register for A2 courses during regular registration.
- Students are not permitted to add the A2 courses after late registration ends except by special permission.
- Faculty teaching Accelerated Online Courses in the A2 session are required to **email to their students orientation materials/syllabus within the first 14 days of the semester.** Instructors also have the option of meeting with their students either in person or online. Please include these dates on the semester schedule.
- May include optional orientation and proctored exams (exams would be listed in RaiderNet as memo notes. Students must click on the CRN to view notes. Optional meetings will not create time conflicts.)
- Five seats each course/semester are restricted to students in the B.S., Liberal Studies degree.
- “D” section number is attached.
- MTSU Distance learning fee applies ($10 ug/$15 grad per credit hour)

Synchronous Online Courses

**Scheduling Codes:**
Meeting Type - **SYNC**  
Instructional Method Code - **WEB**  
Attribute - **ASYN**

**Definition:**
- All class instruction takes place in an online environment.
- Class meets online at specified days and times during the semester. These meetings may create time conflicts for students taking other courses that require meetings.
- May require proctored exams.
- MTSU distance learning fee applies ($10 per ugrad. credit hour/$15 per grad.).
- Course is not reviewed/approved through UC.
- Development and redesign fees do not apply.
- Recording of class sessions may occur.
- Lectures are not used beyond the current semester without agreement of the faculty.
- Viewing of the archived lectures is limited to the enrolled class or a person with a legitimate educational purpose for viewing (such as a department chair).
- MTSU must request written consent of any person whose image was captured, including a guest lecturer, if an archive is distributed beyond the class.
- A “D” section number is attached.

RaiderNet Notes
- This class meets online at the time/days of week specified in RaiderNet.
- Students will receive an email from the instructor regarding course access and should check their MTSU email account.
- A reliable computer with, at minimum, a DSL Internet connection is needed to successfully access this course.
- Hardware requirements include earphones, earbuds OR speakers.
- During the class, students can hear and see the professor, and their communication with the professor takes place through a text chat window.
- Recording of class sessions may occur

Videoconferencing Courses

Scheduling Codes:
- Meeting Type - VCON
- Instructional Method Code - TWY

Definition:
- Courses are taught by MTSU faculty from the main campus and are transmitted "live" to one or more distant sites.
- The instructor and students interact with each other through television cameras, monitors and microphones enabling real-time interaction.
- Attendance is required at the MTSU site or at one of the specified distance locations.
- Course materials may be provided on the MTSU supported course management system Desire2Learn (D2L) and accessed through Pipeline or at https://elearn.mtsu.edu/
- Distance learning fee does not apply
- “D” section number is attached
- Course is not reviewed/approved through UC
- Development and redesign fees do not apply
NOT CONSIDERED DISTANCE COURSES – Defined for Student Clarification and Scheduling Purposes

Off-campus Courses

Scheduling Codes:
Meeting Type - OFFC
Instructional Method Code - CON

Definition:
- Courses are taught by MTSU faculty at several locations in the Middle Tennessee region.
- Course materials may be provided on the MTSU supported course management system Desire2Learn (D2L) and accessed through Pipeline or at https://elearn.mtsu.edu/
- Attendance at the specified off-campus site is required.
- “D” section number is not attached
- Distance learning fee is not assessed
- Course is not reviewed/approved through UC

Web-assisted Courses

Scheduling Codes:
Meeting Type - WAST
Instructional Method Code - CON

Definition:
- A blend of classroom and online instruction which utilizes the web to reduce the time traditionally spent in the classroom (in excess of 15 hours per semester spent on campus)
- “D” section number is not attached
- Distance learning fee is not assessed
- Course is not reviewed/approved through UC

Web-enhanced Courses

Scheduling Code:
Instructional Method Code: CON

Definition:
• A blend of classroom and online instruction which does not reduce the time traditionally spent in the classroom – classes meet as scheduled
• “D” section number is not attached
• Distance learning fee does not apply
• Courses are not approved through CEDL
• Development and revision fees do not apply