



Approval:

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Policy/Revision Submitted by:

SUBJECT: *Time Expectation for Online Attendance*

I. POLICY:

To establish time expectations for online attendance.

II. GENERAL INFORMATION:

Time Expectation for Online Attendance:

The healthcare professions require a high level of knowledge application for quality patient care. Therefore, attendance in both classes and clinicals is mandatory.

Attendance and participation are essential elements for online courses. Attendance is tracked through participation. Participation includes, but is not limited to, a combination of assignments, discussion thread posts, quizzes and tests, and learning team projects. The successful online student will strive to sign into the online course and participate 4-5 days per week. Instructors may specify their own participation and attendance requirements for their courses that will be posted in their syllabi.

The online student must manage his/her own time and workload to be successful and have a good learning experience. Online courses require the student to devote a certain amount of time each week to their online learning experience. This time will include reading, working on assignments, interacting with the instructor and fellow students through discussions and email, and team-based projects and assessments. For a 3 credit-hour course, a student should expect to spend 9-12 hours per week on course work and participation. For a 4 credit-hour course, 12-16 hours is the expectation. These hours will be divided among the expected 4 or 5 days per week a student must log into the course to be counted in attendance. Thus, the student should plan for 2-5 hours per day, 4-5 days per week for each 8-week course.