

## Section Instructional Format Definitions and Information

The instructional format for all credit bearing courses shall be categorized based upon the mode(s) of delivery and interaction between students and instructors. Once submitted, the instructional format has been set for the term; it may not be updated once students register. For questions or issues, please contact Academic and Classroom Scheduling at [roomscheduling@colostate.edu](mailto:roomscheduling@colostate.edu).

The categories of instructional format shall be as follows:

1. **Face to Face (FTF):** Instructors interact with students in the same physical space for 75% or more of the instructional time.
2. **Mixed (Hybrid) Face to Face (Mixed FTF):** Instructors interact with students in the same physical space for 25% or more but less than 75% of the instructional time with the remainder of the instructional time provided through distance or correspondence education.
3. **Distance:** Courses in which instructors interact with students in the same physical space for less than 25% of the instructional time and use one or more forms of distance delivery to support regular and substantive interaction with students (who are not in the same physical space as the instructor), synchronously or asynchronously.
4. **Correspondence:** Courses in which instructors interact with students in the same physical space for less than 25% of the instructional time and interact with students through mail or electronic interface (typically self-paced). This type of instruction differs from distance education because interaction between the instructor and the student is not regular and substantive, and is primarily initiated by the student.
5. **Independent/Directed Study:** Instructors interact with students through a flexible format.