

BBA/ BAEd – Hybrid Program

Grading Policy

Percentage of Grade			
Item	Description	% of Grade	Type of Student Work
A	<u>Attendance and Participation:</u>		<i>Lecture and Discussions</i>
	On-Campus Class Session (OCS) Discussions	10%	
	Online Discussion Board Discussions	20%	
B	Professional Assignment	10%	<i>Homework</i>
C	Quiz	5%	<i>Examination</i>
D	Comprehensive Learning Assessment 1 (CLA 1)	25%	<i>Homework</i>
E	Comprehensive Learning Assessment 2 (CLA 2)	30%	<i>Assignment & Project Completion</i>
Total		100%	

Academic Engagement and Preparation

Academic Engagement	
Direct Teacher Instruction and Discussions (On-Campus Lectures)	16 hours
Indirect Teacher Instruction (Online Viewing of PowerPoint Presentations and Videos)	12 hours
Contributing to Online Discussions	15 hours
Taking Quiz	2 hours
Total:	45 hours
Preparation	
Reading Required Texts	30 hours
Reviewing PowerPoint Presentations and Lecture Notes	24 hours
Completing Professional Assignments	8 hours
Comprehensive Learning Assessments (CLAs 1 and 2)	24 hours
Studying for Quizzes	4 hours
Total:	90 hours
Total Hours of Academic Engagement and Preparation:	135 hours

Student work includes direct or indirect faculty instruction. Academic engagement may include, but is not limited to, submitting an academic assignment, viewing class lectures on campus or online (synchronous or asynchronous), taking an examination, completing an interactive tutorial or computer-assisted instruction, attending a study group that is assigned by the institution, contributing to an academic online discussion, initiating contact with a faculty member to ask a question about the academic subject studied in the course, conducting laboratory work, and completing an externship or internship. Preparation is typically homework, such as reading and study time, and completing assignments and projects. Therefore, a 3 semester credit hour course requires 135 semester hours (45 hours of academic engagement and 90 hours of preparation).

BBA/ BAEd – Online Program

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A	<u>Attendance and Participation:</u>	<u>30%:</u>	<i>Lecture and Discussions</i>
	Online Discussion Board Discussions	20%	
	Virtual Class Session (VCS) Discussions	10%	
B	Professional Assignment	10%	<i>Homework</i>
C	Quiz	5%	<i>Examination</i>
D	Comprehensive Learning Assessment 1 (CLA 1)	25%	<i>Homework</i>
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	CLA Paper	20%	
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