GUIDE TO READING THE CLASS SCHEDULE

BlueRidge
COMMUNITY AND
TECHNICAL COLLEGE

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CRN#	SUB	CRS	SEC	CRED	TITLE	DAYS	TIME	BD	RM	INSTRUCTOR	SEATS	AVAIL	COMMENTS
40217	HIST	101	10	3	~Wld Hist to 1500:Early Man-Re	MW	10:00 AM-11:15 AM	TC	T41	Mason, JW	32	29	
40218	HIST	101	60	3	~Wld Hist to 1500:Early Man-Re	TBA	TBA	OL	WEB	Pauley, DE	25	10	$75 add fee/Online

CRN #
The "Course Reference Number" is a unique identifier for each course on the schedule. This is the number entered when registering for a course, or taking any other action related to your schedule.
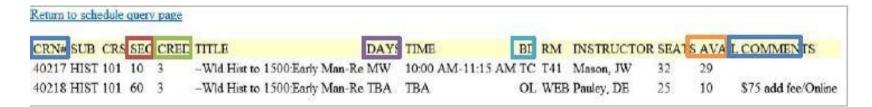
SEC (Section)
Since there is often more than one offering of a particular course, each is assigned a section number. The section number identifies the campus at which the course is located, or the course delivery mode:

10 – Held at the Technology Center on Winchester Avenue
20 – Held at the Pines Opportunity Center in Berkeley Springs
30 – Held at an off-campus location
40 – A fully-online course with class meetings on Zoom
50 – A third party course
60 – A fully-online course with no on-campus meetings
70 – Held at the Headquarters building
80 – Held both online and on-campus
90 – Enrollment restricted to high school students only
S – High School class taught at a high school
J – High School course in a JumpStart program

CRED (Credit hours)
The number of credits you will earn if you complete the course, indicating how many hours you will spend <u>attending class</u> each week.

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40218	HIST	101	60	3	–Wld Hist to 1500:Early Man–Re TBA	TBA		OL	WEB	Pauley, DE	25	10	$75 add fee/Online

DAYS

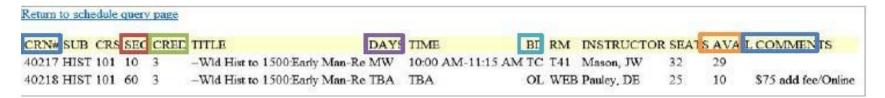This indicates the day(s) you will meet for class sessions (*e.g. TR = Tuesday and Thursday*).

M – Monday
T – Tuesday
W – Wednesday
R – Thursday
F – Friday
S – Saturday
TBA – Fully-online asynchronous course

BD (Building)

This two-letter code indicates the campus at which the class is held:

HQ   Headquarters (Main campus)
TC   Technology Center (Winchester Avenue)
MO   Pines Opportunity Center (Berkeley Springs)
OL   Online
CT   Hollywood Casino at Charles Town Races & Slots

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AVAIL (Seats available)

This is the number of seats that are still available in the course. If this column reads "CLOSED" there are no longer seats available. If a course is closed you may add your name to the Course **Waitlist** in case someone drops the course, at which time you will receive an automated e-mail notification. You will have 24 hours from the time you receive the e-mail to add the course to your schedule. The Waitlist column shows how many students are waitlisted for the course.

COMMENTS

Included in the Comments column is any additional information related to the course. It commonly lists:

Course dates – Notification of a condensed time frame (i.e. 1st 8 weeks, 2nd 8 weeks, etc.).

Special fees – A fee assessed for enrollment in the course, generally used for lab supplies or other student-related expenses.

Pre-requisites – Courses you must complete before registering for the course.

Enrollment restrictions – Registration is limited to a particular group of students.

Delivery mode – A description of the method used to deliver course content. See the table on page 4 for specific definitions.

Delivery Mode	Percent of contact hours made online	Definition	Comments field of class schedule	Additional Course Fee
Online – Asynchronous	100%	Fully-online course with all contact hours made online; Asynchronous classes let students **complete their work on their own time** within a given timeframe provided by the instructor.	**Online**	$25 per credit
Online – Synchronous	100%	Fully-online course with all contact hours made online; Students and instructors in synchronous classes are **online at the same time, specified by the day and time on the class schedule.** All students must be online at that exact time in order to participate in the class. Meeting links will be provided by the instructor on the course start date.	**Meets on Zoom**	$25 per credit
Blended	75 – 99%	Mostly online course with approximately five or less on-campus meetings; meetings are often held for orientations, proctored exams, or other scheduled activities noted on the syllabus.	**Blended: Web & Campus**	$10 per credit
Hybrid	~25-50%	Approximately half of the course is delivered on-campus while half is delivered online; courses either meet on-campus at standard times every other week, or just once per week for half the hours.	**Hybrid: 25-50% Online**	$10 per credit
Hyflex	0-100%	Class meetings occur on-campus and online simultaneously. For each meeting, a student chooses to attend on-campus, online synchronously (Zoom), or online asynchronously (Blackboard).	**Blended: Web & Campus**	
Web-Assisted	0%	All contact hours are made in the classroom, but students complete coursework and access course materials online. **Use of the web component is mandatory and has an impact on the students' success.**	**Web-Assisted**	

Traditional	0%	All contact hours are made in the classroom. Content may be made available online but student interaction with online materials does not impact their grade.		