DISTANCE EDUCATION

Distance Education at Evergreen Valley College offers a variety of college credit courses. They are designed for those who are unable to attend campus classes on a regular basis, prefer independent learning, or would like to take a course at their convenience. Distance Education courses are ideal for students working towards a college degree, continuing education students, single parents, and business professionals who want to brush up on their professional skills. This delivery mode for courses includes hybrid and online courses. Hybrid and online courses must be approved by the Curriculum Committee and noted as such in any published schedule of classes.

An Online course is offered 100% online. Online courses require the same amount of course work and hours outside of the classroom as traditional courses from the students and the instructors. They are offered in a more flexible and independent environment. Instructors must not require students to meet face-to-face in a physical classroom at any time, including, but not limited to office hours, homework, tests, and distribution of resource materials. Instructors must provide an orientation of their course(s) where students are given the option to attend either virtually or in person (face-to-face). Students must choose one of the options to attend the required orientation of their online course(s). The orientation dates and times are published in the syllabus and the schedule of classes prior to the beginning of the semester.

The fully online courses are also required to have at least 30% of coursework to be proctored either virtually or on campus and the dates and times of the proctored exams are listed in the syllabus and schedule of classes prior to the beginning of the semester. There is at least one required proctored exam. The date and time will be announced in the schedule of classes.

An online course shall utilize features of the Learning Management System, such as course documents, announcements, emails, discussion boards, real-time communication, virtual classrooms, groups, assignments, external links, digital drop boxes and grade books, etc. All course instructions, materials, assignments, and discussions are posted and submitted online.

Hybrid courses are a version of distance learning courses with some distance component and some required on-campus / face-to-face meeting(s). A Hybrid course utilizes features of the Learning Management System, such as course documents, discussion boards, real-time communication, virtual classrooms, groups, assignments, external links, digital drop boxes and grade books, etc. The course can be offered during regularly scheduled class times or with online components that replace some of the regularly scheduled class meetings. Face-to-face class sessions information will be given by instructors in their syllabus and schedule of classes.

Distance Education courses are equivalent to on-campus courses, and a majority of the courses meet General Education and transfer requirements. Please see the section on “Distance Education” in the Schedule of Classes for a listing of available courses and enrollment procedures.

The Distance Education Program Office is located in the Library Educational Technology Building, room LE-227. For office hours and more information, call (408) 270-7900 x6246 or visit our Web page at http://www.evc.edu/academics/academic-affairs/distance-education.