



Office of the  
**University Registrar**

DATE: March 20, 2014

TO: Chief Academic Officers and Provosts  
College Registrars

FROM: Annamarie Bianco, University Registrar



RE: Coding of Modes of Instruction on Courses Effective Summer 2014

This memo serves as an update to the standard University definition of modes of instruction offered at the colleges. The following values are effective Summer 2014:

SIMS	CUNYfirst	Definition
N	P	<b>In-Person.</b> No course assignments and no required activities delivered online.
W	W	<b>Web-Enhanced.</b> No scheduled class meetings are replaced, but some of the course content and assignments, as well as required or optional activities, are online.
S	PO	<b>Partially online.</b> Up to 20% of scheduled class meetings are replaced with online activities or virtual meetings.
H	H	<b>Hybrid (Blended).</b> Between 33% and 80% of scheduled class meetings are replaced with online activities or virtual meetings.
O	O	<b>Online.</b> More than 80% but less than 100% of scheduled class meetings are replaced with online activities or virtual meetings.
Y	FO	<b>Fully online.</b> 100% of scheduled class meetings are replaced with online activities or virtual meetings. All of the class work, including exams, is online.

Please feel free to contact me should you have any questions or need more information at [annamarie.bianco@cuny.edu](mailto:annamarie.bianco@cuny.edu).

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Robert Ptachik  
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