



PLEASE ALLOW THREE TO FIVE BUSINESS DAYS FOR PROCESSING

Verification Term: _____

Student Name: _____

Email Address: _____ Phone Number: _____

Embassy ID: _____ Jag Number: J00 _____

Embassy/Sponsor: _____ Advisor: _____

Delivery Instructions:

Pickup Email Address: _____

Mailing Address: _____

Student Signature: _____

Completed by The University Registrar's Office ONLY

Total semester hours completed: _____ Total online courses completed _____

Current enrollment hours: _____ Expected graduation date: _____

CURRENT ONLINE COURSES ARE LISTED BELOW

Section	Course Number and Name	Credits	Campus	Method of Instruction

Method of Instruction

Web-enhanced - A web-enhanced course is taught entirely face-to-face, but supplemented by online components delivered by a learning-management system formally approved by the Office of Academic Affairs. A course is deemed web-enhanced only if the online component of the course is not used to reduce class/laboratory/clinical time. A web-enhanced course may reduce direct contact hours to accommodate special circumstances when the course instructor is temporarily unavailable. It may not to be used to reduce contact hours every term or for every section of the course offered. A web-enhanced course is designated Banner Instructional Method Type (WE) and has a traditional section number. Most classes at USA will have some web presence.

Blended - A blended course combines face-to-face instruction with significant electronic learning use that results in a reduction of the amount of in-class time. Typically, a blended course reduces seat time by at least 15%, but usually not more than 85%. A blended course is designated Banner Instructional Method Type (WB) and has a section number from 700 to 749.

Online - An online course is delivered principally via an online format approved by the Office of Academic Affairs. An online course is designated Banner Instructional Method Type (WO) and has a section number from 800 to 899. An online course with on-campus components (e.g., examinations) should be so designated in a comment line in the Schedule of Classes.

Signature of The University Registrar's Office: _____

Date Processed: _____