

# Class Schedule Protocols

## Fall 2018

### Dates

|                      |   |
|----------------------|---|
| <b>Fall 16 weeks</b> | <b>August 13 – December 9</b>                         |
| <b>Fall 12 weeks</b> | <b>September 10 – December 9</b>                      |
| <b>Fall 8 weeks</b>  | <b>August 13 – October 7; October 10 – December 9</b> |

### 1. Standard Section Numbering

#### Cooper

|             |   |
|-------------|---|
| J001 – J049 | Day classes (7:00 a.m. – 4:00 p.m.)                   |
| J0E1 – J0E9 | Evening classes (4:00 p.m. or later)                  |
| J00T – J00Z | 12-week classes and 2 <sup>nd</sup> half-term classes |

#### Danville

|             |   |
|-------------|---|
| 1701– 1749  | Day classes (7:00 a.m. – 4:00 p.m.)                   |
| 17E1 – 17E9 | Evening classes (4:00 p.m. or later)                  |
| 170T – 170Z | 12-week classes and 2 <sup>nd</sup> half-term classes |

#### Fire/Rescue VFD

|             |                           |
|-------------|---------------------------|
| J401 – J409 | Volunteer Fire Department |
|-------------|---------------------------|

#### Georgetown

|             |   |
|-------------|---|
| J381 – J389 | Day classes (7:00 a.m. – 4:00 p.m.)                   |
| J3E1 – J3E9 | Evening classes (4:00 p.m. or later)                  |
| J38T – J38Z | 12-week classes and 2 <sup>nd</sup> half-term classes |

#### Kentucky Horse Park TC

|             |                     |
|-------------|---------------------|
| J581 – J589 | Kentucky Horse Park |
|-------------|---------------------|

#### Lawrenceburg

|             |   |
|-------------|---|
| 1601 – 1649 | Day classes (7:00 a.m. – 4:00 p.m.)                   |
| 16E1 – 16E9 | Evening classes (4:00 p.m. or later)                  |
| 160T – 160Z | 12-week classes and 2 <sup>nd</sup> half-term classes |

#### Leestown

|             |   |
|-------------|---|
| 1501 – 1549 | Day classes (7:00 a.m. – 4:00 p.m.)                   |
| 15E1 – 15E9 | Evening classes (4:00 p.m. or later)                  |
| 15X1 – 15X9 | Weekend classes                                       |
| 150T – 150Z | 12-week classes and 2 <sup>nd</sup> half-term classes |

#### Newtown

|             |   |
|-------------|---|
| J101 – J149 | Day classes (7:00 a.m. – 4:00 p.m.)                   |
| J1E1 – J1E9 | Evening classes (4:00 p.m. or later)                  |
| J1X1 – J1X9 | Weekend classes                                       |
| J10T – J10Z | 12-week classes and 2 <sup>nd</sup> half-term classes |

#### Winchester

|             |   |
|-------------|---|
| J281 – J289 | Day classes (7:00 a.m. – 4:00 p.m.)                   |
| J28T – J28Z | 12-week classes and 2 <sup>nd</sup> half-term classes |

#### Online Learning

|             |   |
|-------------|---|
| 19Z1 – 19Z9 | All Campuses  |
| 19ZT – 19ZZ | 12-week classes and 2 <sup>nd</sup> half-term classes |

### 2. Specialty Section Numbering

| Course                  | Section Number |
|-------------------------|----------------|
| Accelerated Remediation | __A__          |
| Blended 12-week         | __B__          |
| Clinicals               | __C__          |
| Police Academy          | __CJ           |
| Discussion/Recitation   | __D__          |
| Dual Credit             | 18D__          |
| Evening                 | __E__          |
| Honors                  | __HN           |
| International           | __I__          |

| Course                        | Section Number |
|-------------------------------|----------------|
| Joined (paired)               | __J__          |
| Lab Component - M-F day/night | __L__          |
| Lab - Weekend                 | __XL           |
| Math Combo                    | __M__          |
| Practicum                     | __P__          |
| Spanish Speaking              | __SP           |
| Learn on Demand               | __V__          |
| Weekend                       | __X__          |
| Workforce                     | __W__          |

### 3. Standard Class Times for On-campus Classes

#### Fall 16 week

|             |                |      |             |
|-------------|----------------|------|-------------|
| MW          | 8:00-9:15      | TR   | 8:00-9:15   |
| MW          | 9:30-10:45     | TR   | 9:30-10:45  |
| MW          | 11:00-12:15    | TR   | 11:00-12:15 |
| MW          | 12:30-1:45     | TR   | 12:30-1:45  |
| MW          | 2:00-3:15      | TR   | 2:00-3:15   |
| MW          | 3:30-4:45      | TR   | 3:30-4:45   |
| MW          | 5:30-6:45pm    | TR   | 5:30-6:45pm |
| MW          | 7:00-8:15pm    | TR   | 7:00-8:15pm |
|             |                |      |             |
| M, W        | 8:00-10:45     | T, R | 8:00-10:45  |
| M, W        | 11:00-1:45     | T, R | 11:00-1:45  |
| M, W        | 2:00- 4:45     | T, R | 2:00- 4:45  |
| M, W        | 5:30-8:15pm    | T, R | 5:30-8:15pm |
|             |                |      |             |
| Fridays F   | 8:00-10:45am   |      |             |
|             | 11:00am-1:45pm |      |             |
| Saturdays S | 9:00-11:45am   |      |             |
|             | 1:00-3:45pm    |      |             |
| Sunday N    | 1:00-3:45pm    |      |             |

#### Fall 12 week

|    |             |    |             |
|----|-------------|----|-------------|
| MW | 9:00-10:45  | TR | 9:00-10:45  |
| MW | 11:00-12:45 | TR | 11:00-12:45 |
| MW | 1:00-2:45   | TR | 1:00-2:45   |
| MW | 5:30-7:15   | TR | 5:30-7:15   |
| MW | 7:30-9:15   | TR | 7:30-9:15   |

**Hybrid & Blended courses will follow the standard start times for MW, TR classes.**

| Credit/ Contact     |               | Standard class length                       |
|---------------------|---------------|---|
| 3 credit/ 3 contact | 1 day meeting | 2 hrs 45 minutes<br>(15 min built in break) |
| 1 credit/ 2 contact | 1 day meeting | 1 hr 50 minutes                             |

Note: For the standard 3-credit / 30 contact-hour course, 1 hour = 50 minutes of class time.

### 4. Instruction Modes

|           |   |
|-----------|---|
| <u>BI</u> | <u>Blackboard ITV Web Enhanced</u>        |
| <u>BK</u> | <u>Blackboard KET Web Enhanced</u>        |
| <u>BL</u> | <u>Blackboard Web Local</u>               |
| <u>BP</u> | <u>Blackboard<br/>InPersonWebEnhanced</u> |
| <u>BT</u> | <u>Blackboard KET Web World</u>           |

|           |                                    |
|-----------|------------------------------------|
| <u>BU</u> | <u>Blackboard KET Web Local</u>    |
| <u>BW</u> | <u>Blackboard Web World</u>        |
| <u>HB</u> | <u>Blackboard In Person Hybrid</u> |
| <u>HI</u> | <u>Blackboard ITV Hybrid</u>       |
| <u>HK</u> | <u>Blackboard KET Hybrid</u>       |