

## TIME-ZONES FOR SEMESTER COURSE SCHEDULING

Establishing standardized time zones is the most effective and efficient way to ensure the maximum use of the instructional week, to avoid student conflicts (which can delay persistence toward graduation), and to facilitate scheduling of academic facilities. This is done while recognizing that University facilities must accommodate the needs of many academic programs serving a variety of student populations and programs. Making use of the standard time zones offers the best solution for accommodating the greatest need.

- Classes may not be scheduled using any format other than the standard time zones, unless previously approved.
- If any class sections fall outside of these categories, they will be corrected to reflect established time zones.

The following represent the University's current standard times zones:

**All Campuses:**

Course meets: 55 Minutes	Course meets: 1 Hr and 20 Min	Course meets: 2 Hrs & 50 Min
Three times a week	Twice a week	Once a week
MWF 8:00 - 8:55 AM	MW or WF 8:00 – 9:20 AM	M/T/W/TH/F 3:00 – 5:50 PM
MWF 8:25 - 9:20 AM	MW or WF 11:40 AM – 1:00 PM	M/T/W/TH/F 4:30 – 7:20 PM
MWF 9:30 – 10:25 AM	MW or WF 1:10 – 2:30 PM	M/T/W/TH/F 6:00 – 8:50 PM
MWF 10:35 – 11:30 AM	TTH 7:30 - 8:50 AM	M/T/W/TH/F 7:30 – 10:20 PM
	TTH 9:00 – 10:20 AM	
	TTH 10:30 – 11:50 AM	
	TTH 12:00 – 1:20 PM	
	TTH 1:30 – 2:50 PM	
	MW/TTH/WF 3:00 – 4:20 PM	
	MW/TTH/WF 4:30 – 5:50 PM	
	MW/TTH/WF 6:00 – 7:20 PM	
	MW/TTH/WF 7:30 – 8:50 PM	

**FOR 8 WEEK COURSES** – Use **TWO** of the Basic Time Zones back-to-back.

EX: 3cr course – MWF 9:30am-11:30am or TTH 7:30am-10:20am

**Uptown Graduate Once a Week classes and Downtown and Health Sciences campuses:**

Course meets: 2 Hrs & 50 Min
Once a week
M/W/F 8:40 – 11:30 AM
M/W/F 11:40 AM – 2:30 PM
T/TH 9:00 – 11:50 AM
T/TH 12:00 – 2:50 PM

One credit represents the equivalent of one “hour” of lecture or recitation or at least two “hours” of laboratory for one semester.

The BASIC semester class periods last for 55 or 80 minutes. A three-credit course normally meets during the semester on MWF for 55 minutes each day or on Tuesday/Thursday for 80 minutes each day.