



AWARDING COPE CREDIT

Credit Hours:

The minimum credit for any COPE-Accredited Activity is 0.25 hours. COPE credit hours are defined in the following increments:

- 0.25 hours of credit equals a minimum of 15 minutes of instructional time.
- 0.50 hours of credit equals a minimum of 25 minutes of instructional time.
- 1.00 hours of credit equals a minimum of 50 minutes of instructional time.

Formats:

COPE credit may be given to activities that are presented in the following formats:

- A. SYNCHRONOUS IN-PERSON:** The course instructor is in the same room with the participants, even if other formats are used as audiovisual aids for teaching the course. The instructor is face-to-face with the audience and can touch the participants.
 - a. CE: There is no post-course test.
 - b. CEE (Continuing Education with Examination): There is a post-course test.
- B. SYNCHRONOUS VIRTUAL:** The course instructor is not physically present (not face to face) but is meeting with learners in real-time and can provide immediate feedback.
 - a. Examples: Interactive webinars in real time, Videoconferences, Interactive posters with authors presenting in real time. Once the event has taken place, learners may no longer participate in that activity.
- C. ASYNCHRONOUS:** The course instructor and learner are not together at the same time, have no real-time communication, and the content is learner-paced.
 - a. Examples: Recorded webinar without instructor interaction, Journal article, Recorded Webcast/podcast. There is not just one time on one day to participate in the activity, rather, the learner determines when they participate.

COPE Course Categories:

Please review a full list of COPE Course Categories and definitions here: [cope_categories.pdf](#)

At this time, courses in the following content areas are not eligible for COPE accreditation:

- Mindfulness, personal well-being (physical and mental), stress management
- Educational methodology
- Self-assessments