



College of The Albemarle Procedure

Procedure Number: 3-3.1P

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Title: College Calendar

Related Policy and Procedures:

Division of Responsibility: Division of Learning

October, 1994; February, 2003

August, 2012

January, 2021

Date Approved by Board of Trustees

Date of Last Review

Date of Last Revision

It is the policy of College of The Albemarle to develop the course calendar on a biennial basis.

Administrative Responsibilities

It is the responsibility of the Vice President of Learning in conjunction with the Academic Deans to review and revise this Procedure.

PROCEDURES

The College's programs operate on the semester system. Fall and spring semesters are 16 weeks each. The summer semester is 10 weeks. The college also offers courses on a compressed schedule during these semesters.

The college calendar is designed on a biennial basis. Each calendar contains:

- Semester start and end dates
- Final exam dates
- Holidays
- Non-class days for students
- Graduation dates
- Professional development days for faculty