UMPQUA COMMUNITY COLLEGE

ADMINISTRATIVE PROCEDURE

TITLE: Academic Calendar

ADMINISTRATIVE PROCEDURE # 4010

RELATED TO POLICY # 4010 ACADEMIC CALENDAR

A. The College's academic calendar shall include, at minimum, the following:

1. class registration dates
2. payment deadlines
3. dates classes begin and end each term (summer, fall, winter, and spring)
4. last date to drop class(es) and be eligible for a refund as well as to add, withdraw, and/or change status from credit to audit (excepting courses that meet for shorter periods of time and non-credit courses)
5. college holidays, spring break, winter break, and campus closings
6. petition to graduate deadlines
7. Commencement

B. The academic calendar shall be of sufficient length to ensure the equivalent of 11 weeks of instruction per term for all credit classes.

C. After vetting through the appropriate College entities and approval by the College Board of Education for approval, the approved calendar is published on the website. The UCC website will also post tentative academic calendars for the next two years.

REFERENCE: NWCCU Standard 2.G.2 *(updated 3/19/2021)*

RESPONSIBILITY:
_____ is responsible for implementing and updating this procedure.

NEXT REVIEW DATE: 2030-2031
DATE OF ADOPTION: 2/11/2020 by CC
DATE(S) OF REVISION: 3/1/2023 by CC
DATE(S) OF PRIOR REVIEW: