



Policy: Academic Semesters

Effective: June 1, 2019

Policy Type: Administrative/Regulatory

Responsible Department: Academic Affairs Office

Policy: The institution operates on a semester (or term) basis in which one or more sessions occur within each semester or term.

- 1.0 Semesters (or terms) are comprised of 16-weeks and include 1 or more sessions.
- 2.0 The Deploy competency-based programs operate on a 15 to 16-week semester schedule as well. Student may, however, enroll and begin engagement in competencies at other points within that semester. The student will be expected to complete the competencies or competency modules for which he/she has registered within the semester timeframe.
- 3.0 The institution's academic terms are published on the academic calendar available on the Web site. For specific information regarding program schedules, please contact the Program Director.
- 4.0 Final course grades are posted on transcripts and tuition is billed each semester (term) not each session.
- 5.0 Financial aid is distributed each semester based on the program and division the student is enrolled in. Students should familiarize themselves with these policies and discuss them with the Financial Aid Office.

Revision Process and History

- All revisions to the policy must be approved by the Chief Academic Officer.

Date	Description of Revision
05-14-2019	Transferred policy to new policy template