



Purpose

The purpose of this policy is to establish parameters for the academic calendar at Pellissippi State in accord with Tennessee Board of Regents Policy Academic and Registration Calendar: 2.04.00.00.

Policy

Pellissippi State will establish and publish for each academic year a full-year academic calendar that includes fall, spring, and summer semesters. The fall and spring semesters will coincide with those of the other TBR community colleges. Summer and additional academic timeframes will be established and published as determined by the academic and student services officers of the College. The College assumes responsibility for communicating any variations in breaks or end of term schedules to students and faculty engaged in external academic partnerships.

I. Fall Semester, Full Term

- A. Classes begin the fourth Monday in August.
- B. Labor Day holiday is the first Monday in September.
- C. The recommended date for fall break is Monday and Tuesday of week 8. It may alternatively be scheduled for
 - Monday and Tuesday of Thanksgiving Week or
 - to align with fall break of a local school system, providing no other requirement of the common calendar is altered.
- D. Thanksgiving Break is Wednesday, Thursday, Friday, Saturday, and Sunday of Thanksgiving week. Thanksgiving break may also include Monday and Tuesday if fall break is scheduled for that week. Administrative closing days are not affected by this alternative scheduling.
- E. Final grades must be submitted no later than Monday of week 17.

II. Spring Semester, Full Term

- A. Classes begin on Tuesday after the MLK holiday, which is the third Monday in January. However, when the MLK holiday falls on January 21, classes will begin on the Monday before the MLK holiday.
- B. The recommended date for spring break to begin is Monday of week 8. It may also be scheduled to align with spring break of a local school system, providing no other requirement of the common academic calendar is altered.
- C. Final grades must be submitted no later than the Monday of week 17.

III. Summer Semester and Terms in Alternate Timeframes

Pellissippi State will establish and publish calendars for additional academic terms according to perceived needs of the College and the community. All calendars will be

developed collaboratively by the academic and student services divisions of the College and approved by Deans Council.

IV. Final Exams

The final examination for a course will be given according to the final examination schedule. The final grade for a course will be determined pursuant to the policy on the course syllabus (Pellissippi State Policy 03:03:01 Syllabi). Final grades will be posted electronically by faculty members by the date established on the academic calendar.

V. Registration

- A. The published registration schedule for the College will designate specific deadlines for each phase of registration.
- B. Late registration shall not exceed seven calendar days from the first day of class for full-term fall and spring semesters. The College will establish late registration dates for summer and alternate academic timeframes; these dates will not exceed seven days from the first day of class.

VI. Exceptions to this policy for specialized programs of the College will be approved by the president with notification to the vice chancellor for Academic Affairs. Other exceptions must be approved in advance by the vice chancellor for Academic Affairs and the chancellor.

Source: Tennessee Board of Regents Policy Academic and Registration Calendar: 2.04.00.00

Reviewed/Recommended: President's Council, April 12, 2021

Approved: President L. Anthony Wise Jr., April 12, 2021