

Authority:
President's Signature: On File

SECTION 1: Purpose and Scope

- 1.1 **Purpose.** The following procedure is established to standardize the annual academic calendar. West Liberty University adheres to the Carnegie unit for contact time (750 minutes for each credit awarded). The Academic Calendar must have a minimum of 750 minutes of instruction per credit hour, per Policy Number 252 Credit hour definition.
- 1.2 **Scope.** This procedure applies to all Colleges, as specified.

SECTION 2: Procedure

- 2.1 General: The office of Academic Affairs will establish the academic calendar.
 - 2.1.1 Semesters shall be 16 weeks in length, including final exams.
 - 2.1.2 Graduate and professional programs may establish terms other than those specified in this procedure, however these must fit within the standard terms' beginning and end dates or be approved by the Provost and Registrar.
- 2.2 Fall Semester
 - 2.2.1 The fall semester shall begin in August.
 - 2.2.2 The Fall Holiday shall be the Friday of the mid-term point of the fall semester unless that would conflict with Homecoming, in which case the Fall Holiday is moved to the following Friday.
- 2.3 Spring Semester
 - 2.3.1 The spring semester shall begin in January.
 - 2.3.2 Spring Break shall begin on the first Saturday after the mid-term point of the spring semester.
 - 2.3.3 The Spring Holiday shall be the Friday before Easter.
- 2.4 Summer Sessions: There shall be two six-week summer terms following Spring Commencement.

Revision History: 09/13/03, 01/29/10, 2/21/17, 2/13/18, 1/15/19, 08/22/22

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