

## **Academic Calendar Policy**

### **Principles:**

1. The fall and spring semesters each consist of 69-71 class days plus one (1) study day [usually Wednesday] and four (4) final examination days. The fall semester ends before Christmas and the spring semester occurs in February through May.
2. The interim term consists of sixteen (16) class days in January. Usually the interim ends in midweek during the last week of January.
  - a. ***Whenever possible, a minimum of six (6) calendar days without classes is scheduled between the January interim term and the spring semester.***
3. Each term should be structured so as to promote the highest level of academic excellence.
4. The summer vacation should be as long as possible to allow student work.
5. Since any calendar will not be completely satisfactory to all campus interests, the adopted calendar should be acceptable to the most interests possible without being seriously deleterious to any particular interest.
6. If a fall break is scheduled, it should come approximately midway between the opening of school and Thanksgiving. Fall Break should not be on the same weekend as Homecoming.
7. Thanksgiving break should be, at a minimum, Thursday and Friday as vacation days. **However, when possible there should not be classes on the Wednesday before Thanksgiving.**
8. As much as is possible the fall semester should conclude at least five or six days before Christmas.
9. ***An assessment day will be included in the calendar each year.***
- ~~10.~~ **Five** school days are taken as a spring vacation, which is usually scheduled as one full week midway during the semester.

- ~~11.~~ **There are no classes on Good Friday and Easter Monday.**
- 12. Commencement is scheduled on the Saturday following final exam week during the spring semester (**usually one week before Memorial Day**) with the baccalaureate service on Sunday.
- 13. Commencement is scheduled the evening of the last day of finals for December Commencement.

**Additional Considerations in Establishing Academic Calendar:**

- a. Interim classes should never start on January 1 or 2. There should be one working day for staff immediately prior to the first day of classes for admissions and orientation of new students.
- b. Fall break should not be the same weekend as Education Minnesota (old MEA) because Admissions holds a big college visit event that weekend. Education Minnesota is always the 3rd Thursday & Friday of October.
- c. Family Weekend is in September, October or early November. Dates are set by Parent and Alumni Relations.
- d. Homecoming is usually in September or October. (3 days; Friday through Sunday). Dates are set by Parent and Alumni Relations.
- e. Festival of Christmas is scheduled for the weekend of the first full week after Thanksgiving.
- f. December Commencement should preferably be on Wednesday or Friday to avoid conflict with faculty teaching CAPS/GS classes.
- g. The spring calendar choice usually has a significant impact on some activities. For example, when spring break comes later than the third week of March, it becomes almost impossible for our athletic teams to compete in spring break tournaments. If spring break coincides with holy week, it creates difficulties for our music tours.