

NORTHWEST FLORIDA STATE COLLEGE
Policy Number 6Hx17-3.04

TITLE	COLLEGE CALENDARS
REFERENCE	SBR 6A-10.019
HISTORY	State Board Rule Amended 12-18-05 Local Language Revised March, 1989

6A-10.019, Required Annual Calendar for Schools and Colleges.

Each district school board, each community college district board of trustees, and each university Board of trustees shall prior to the beginning of each fiscal year adopt an annual calendar which shall be observed by all schools or post high school educational institutions operated by said board.

- (1) Each board shall adopt a calendar which supports the following objectives:
 - (a) Minimal loss of time between student exit from one public institution and entry into another. Students who complete a phase of their education in one public institution and who need to transfer to another public institution to continue their education should be able to do so without prolonged delay.
 - (b) Opportunity for students to move through the educational system at their respective paces. Calendars should not be based on the assumption that all students will initiate and complete learning activities at the same pace.
 - (c) Opportunity for school personnel to utilize in-service and continuing education.
 - (d) Opportunity for effective and efficient utilization of resources. School plants and school personnel should not have prolonged periods during which they are idle.
 - (e) Opportunity for family activities.
 - (f) Flexibility in implementation of calendar decisions.
- (2) The calendar adopted by each community college board of trustees and each university Board of trustees shall include at least the following statewide requirements:
 - (a) Unless an exception is granted by the Department of Education, three (3) common entry periods shall be established so that the first

day of classes will fall within each of three (3) periods listed below:

1. The first three (3) weekdays after August 22.
 2. The first three (3) weekdays after January 4
 3. The first three (3) weekdays after May 5
- (b) In addition to the three (3) common entry periods prescribed in this section, each calendar shall include the following:
1. Pre-established dates for issuing certificates, diplomas, or degrees which will permit students to utilize the entry period which minimizes the loss of time to students in completing the transfer between programs or institutions.
 2. A summer program for teachers and other school personnel scheduled to begin no earlier than June 15 and close no later than August 15; provided, however, that this requirement shall apply only to each postsecondary education institution offering programs for in-service teachers.
 3. As many additional periods throughout the fiscal year in which a student can begin a program as can be feasibly provided.
- (3) An official copy of the annual calendar adopted by each school board, community college board of trustees, and each university board of trustees for each school or institution operated by said boards shall be filed with the Department in the manner prescribed by the Commissioner.

Specific Authority 1001.02(1) and (2)(n); 1006.50; 1007.01 FS. Law Implemented 1002.02; 1001.03; FS. History – New 6/17/74, Repromulgated 12/5/74, Amended 3/27/80, 7/7/83, 2/19/84. Formerly 6A-10.19; Amended 12-18-05

Local Language

The Calendar of Northwest Florida State College shall conform to the requirements of 6A-10.019 and shall be published, annually, as part of the official college catalog. Any amendments to the Calendar shall be approved by the Board, on recommendation of the President and become effective upon adoption or such date as may be specified in the approval action