



**Academic Policy (AP) 2-2019**  
**Academic Calendar Year and Semester lengths**

Following the US Department of Education's definition, "a week of instructional time is any period of 7 consecutive days in which at least 1 day of regularly scheduled instruction, examination, or (after the last day of classes) at least 1 scheduled day of study for examinations occurs. Instructional time does not include periods of orientation, counseling, homework, vacation, or other activity not related to class preparation or examination. Therefore, the weeks of instructional time may be less than the number of calendar weeks that elapse between the first day of classes and the last day of classes or examinations".

Palau Community College defines an academic year as 32 weeks of instructional time. An academic year is made up of two terms, a fall semester and a spring semester, during which a full-time undergraduate student is expected to complete at least 24 semester hours (called credits) over the course of 32 weeks of instructional time.

Fall and spring semesters run 16 weeks each. The number of weeks of instructional time is based on the period that begins on the first day of classes in the academic year and ends on the last day of classes or final examinations. Some programs or departments may choose to run courses on a shorter total week count provided the instructional hours are equivalent to a 16 week semester. These shorter sessions must fall within a regular semester.

A week during which at least one instructional day is held is considered an instructional week. If a week in a semester does not have any days of instruction, examination, or (after the last day of classes) study for exam, that week does not count as a week of instruction.

Approved \_\_\_\_\_

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4/9/19  
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