

Hopkinsville Community College Academic Calendar

July 2010 – December 2010

| JULY 2010 | | | | | | |
|-----------|-----|-----|-----|-----|-----|-----|
| SUN | MON | TUE | WED | THU | FRI | SAT |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

JUL

- 1 Hopkinsville Campus: Class work begins for July Summer Session classes
- 5 Independence Day observed (legal holiday)
- 19 Fort Campbell Campus: Class work ends for the May term
- 20 Hopkinsville Campus: Midterm for July Summer Session

| AUGUST 2010 | | | | | | |
|-------------|-----|-----|-----|-----|-----|-----|
| SUN | MON | TUE | WED | THU | FRI | SAT |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

AUG

- 4 Hopkinsville Campus: Class work ends for July Summer Session classes
- 6 Hopkinsville Campus: Final exams for July Summer Session classes
- 16 Hopkinsville Campus: Fall 16-Week and First 8-Week class work begins
- 16 Fort Campbell Campus: (August) First 8-Week class work begins

| SEPTEMBER 2010 | | | | | | |
|----------------|-----|-----|-----|-----|-----|-----|
| SUN | MON | TUE | WED | THU | FRI | SAT |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | | |

SEPT

- 6 Labor Day (legal holiday)
- 13 Hopkinsville Campus: Midterm for First 8-Week classes
- 13 Last day to file an application for a December degree

| OCTOBER 2010 | | | | | | |
|--------------|-----|-----|-----|-----|-----|-----|
| SUN | MON | TUE | WED | THU | FRI | SAT |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

OCT

- 5 Hopkinsville Campus: Midterm for 16-Week classes
- 9 Hopkinsville Campus: (August) First 8-Week classes end
- 9 Fort Campbell Campus: (August) First 8-Week classes end
- 11 - 16 Hopkinsville Campus: Fall Break (Academic Holiday)
- 11 Columbus Day (Holiday for Fort Campbell Campus ONLY)
- 11-16 Fort Campbell Campus: Break between terms
- 18 Hopkinsville Campus: Second 8-Week class work begins
- 18 Fort Campbell Campus: (October) Second 8-Week classes begin

| NOVEMBER 2010 | | | | | | |
|---------------|-----|-----|-----|-----|-----|-----|
| SUN | MON | TUE | WED | THU | FRI | SAT |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | | | | |

NOV

- 11 Veterans Day (Holiday for Fort Campbell Campus ONLY)
- 12 Hopkinsville Campus: Midterm for Second 8-Week classes
- 25 Thanksgiving Day (legal holiday)
- 26 KCTCS Holiday

| DECEMBER 2010 | | | | | | |
|---------------|-----|-----|-----|-----|-----|-----|
| SUN | MON | TUE | WED | THU | FRI | SAT |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |

DEC

- 4 Hopkinsville Campus: End of 16-Week class work
- 6-11 Hopkinsville Campus: Final exam week for 16-Week class work
- 11 Hopkinsville Campus: Second 8-Week classes end
- 11 Fort Campbell Campus: (October) Second 8-Week classes end

REFUND INFORMATION

In order to receive a tuition refund a student must officially withdraw within the refund period specified within this policy. Refunds for sessions different from those listed below are prorated according to the session in proportion to the traditional 16-Week session. A session is defined as an enrollment period within an academic term. An academic term (fall, spring, or summer) may have a number of sessions running concurrently — 16, 8, 4-Week.

| Timeframe for Tuition Refunds* | | | |
|---------------------------------------|----------------------------|--|----------------------------|
| Session | 100% | 50% | No Refund |
| 16-Week | Within 7 th day | 8 th – 29 th day | After 29 th day |
| 8-Week | Within 4 th day | 5 th – 15 th day | After 15 th day |
| 6-Week | Within 3 rd day | 4 th – 11 th day | After 11 th day |
| 5-Week | Within 2 nd day | 3 rd – 9 th day | After 10 th day |
| 4-Week | Within 1 st day | 2 nd – 7 th day | After 7 th day |

Source: KCTCS Catalog, Page 51

*Session is defined as the beginning of the term, not the first day of a scheduled class.

*Calendar days of the session, including all Saturdays and Sundays, but excluding KCTCS recognized holidays.

- Non-attendance does not relieve you of your obligation or entitle you to a refund.
- No refund of tuition will be made to a student whose course load is reduced as a result of passing a special examination for credit.
- Refunds for payments made with a credit card are credited back to the same card.

WITHDRAW (W) GRADES

- Classes dropped within the 100% refund period do not appear on a student's academic record.
- A grade of W will be assigned for classes dropped within the 50% refund period.
- After midterm date, an instructor's permission is required to withdraw and receive a grade of W.

Source: KCTCS Catalog, Page 62

AUDIT GRADES

- Last day to change from credit to audit is the midterm of the session.

LATE REGISTRATION

| Session | Calendar Days to Enter an Organized Class | Instructor's Approval Required |
|----------------|--|--|
| 4-Week | One (1) | Late registration requires instructor's approval |
| 5-Week | Three (3) | On or after the second calendar day |
| 6-Week | Three (3) | On or after the second calendar day |
| 8-Week | Four (4) | On or after the second calendar day |
| 12-Week | Five (5) | On or after the third calendar day |
| 16-Week | Seven (7) | On or after the fourth calendar day |

- Instructor's approval may be a signed registration form or consent via official KCTCS email documentation.

Source: KCTCS Rules of the Faculty Senate, Page 102