

Title: Definition of Academic Terms	Policy No.: ADM 1.32	Date: 5/16/08 Rev.:
Areas Affected: All BSMSO Faculty		Page 1 of 1

**POLICY STATEMENT:**

Pursuant to the Department of Education regulations governing the definition of academic terms, the Bon Secours Memorial School of Nursing will follow the guidelines as defined in 34 CFR 668.2 and 34 CFR 668.4. That is, within the nursing program of study, the academic terms have been designed as standard terms. Standard terms are defined as three semesters that are generally 14 to 17 weeks long with full time status being 12 credit hours of study. Shorter terms or modules can be combined to meet the requirements of a standard term. This treatment must be applied to all students whether or not they are participating in Title IV financial aid.

Bon Secours' published program length with the Department of Education under the Participation Agreement is three standard terms during an academic year. There may be instances where a semester is made up of two eight-week modules. However, the term does not end until the end of the second module. In order to comply with our stated and approved program length, the Department of Education looks at the program, not individual students.

It is understandable that if by working harder or learning faster a student completes their course of study early, that they would want to graduate at the point the coursework is completed. However, in order to maintain compliance with the Department of Education, the student must wait until the end of the semester in order to receive their diploma as the term completion does not end until the last day of the semester, not the last day of the module completed.

Reference Policy # \_\_\_\_\_

<b>Approved by:</b>		
_____ Signature	_____ Dean _____ Executive Vice President/Administrator Title	_____ Date
<b>Approval History:</b>		
Committees and Dates:		
Assistant Dean of Student Services – 5/08		