

STUDENT SUCCESS GUIDE



LAUNCH YOUR CAREER



TRANSFER OPPORTUNITIES



CREDENTIALS/WORKFORCE TRAINING



ENRICHMENT OPPORTUNITIES



www.mecc.edu



**Mountain Empire
Community College**

A College That Works

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MECC GENERAL INFORMATION: 276.523.2400

Bookstore:	523.2400 ext. 445	Schedule Changes	523.7495
Business Office:	523.7475	Student Outreach & Success:	523.2400 ext. 674
Campus Police:	523.7473	Student Services:	523.7472
Career/Transfer Services	523.2400 ext. 324	Testing Center:	523.7472
Disability Services:	523.2400 ext. 343	Tutoring:	523.2400 ext. 342
Enrollment Services:	523.7474	Veterans Services:	523.2400 ext. 217
Financial Aid:	844.MECC4ME	Wampler Library:	523.7468
MECC Recruiter:	523.7434	Workforce Development:	523.7464
Red Fox Grill:	523.2400 ext. 376		

STEPS TO ENROLLMENT

1

Apply for Admission

2

Apply for Financial Aid

3

Take Placement Tests & Meet with an Advisor

4

Register & Pay for Classes

STEP 1: APPLY FOR ADMISSION

To apply to attend MECC, you must complete the Virginia Community College System (VCCS) online application, <https://apply.vccs.edu/oa/launch.action>. After completing and submitting your application, you will receive a student ID number and username on your confirmation page. Print this page or write down this information for your records.

For noncredit class enrollment, visit the Workforce Solutions web page at www.mecc.edu/workforce.

STEP 2: APPLY FOR FINANCIAL AID

MECC encourages all eligible degree and certificate seeking students to apply for financial aid at fafsa.ed.gov. Financial aid may come in the form of grants, scholarships, loans and work-study positions. MECC's school code to include on the FAFSA form is 009629.

Deadlines to Apply for Financial Aid

Although you can file the online FAFSA anytime, it is best to complete the FAFSA prior to May 1 of the year that you plan to attend MECC. Please review MECC's financial aid web page at www.mecc.edu/paying-for-college for deadlines and more details about financial aid. You can also research available scholarships at www.mecc.edu/scholarships.

After completing STEP 2, continue with STEP 3 in the enrollment process.

STEP 3: TAKE PLACEMENT TESTS, SUBMIT TRANSCRIPTS, AND MEET WITH AN ADVISOR

Take Placement Tests

Students who plan to apply for financial aid or pursue a degree or certificate at MECC requiring math or English courses must take placement tests. These tests are administered in the Testing Center located in the Student Services Suite in Holton Hall. There is no fee to take the placement tests. You can prepare for these tests by reviewing placement test information, located at www.mecc.edu/testing. Please see page 9 for more information.

Possible exemptions from taking some or all of the placement tests include:

- SAT scores (within two years) of at least 550 in Math and/or 560 in Reading/ Writing*
- Certain ACT scores (consult with MECC's Admissions Office)
- Successful completion of certain college-level Math and/or English courses
- AP test scores of 3 or higher in English and/or Math

*These scores reflect policy changes as of March 2016. Students with SAT scores prior to March 2016, consult your advisor.



STEP 4: REGISTER AND PAY FOR CLASSES

Register

Register for classes online through MECC Online, located at www.mecc.edu. This system will ask you to enter your username and password which you received when you completed the online application to the College. Once you have logged in to MECC Online, follow the VCCS SIS: Student Information System/Student Center/Enroll link to register.

Pay for Classes

Pay for classes either online through MECC Online, by using the TMS Payment Plan Option, or in person at the Business Office (Godwin Hall, 1st floor). To learn more about payment options, visit www.mecc.edu/paying-for-college. Important: You will be dropped from classes if you do not pay tuition and fees by the payment deadline noted in the Academic Calendar.

Complete the New Student Checklist

After completing STEP 4, please review the New Student Checklist and attend the New Student Seminar. Information regarding the checklist and seminar are located at www.mecc.edu/newstudent.

We wish you much success at MECC!

Send High School or College Transcripts to MECC

Students applying for admission should submit their high school or college transcript information to MECC's Enrollment Services Office, located in Godwin Hall, prior to registering for courses.

Meet with an Advisor

After taking your placement tests, make an appointment with an advisor. Additional information about advising options is included in this publication. After meeting with your advisor, continue with STEP 4 in the enrollment process.

COMPLETING THE FAFSA

Paying for college can be a stressful and a complicated process. Mountain Empire Community College will help you complete the Free Application for Federal Student Aid (FAFSA) during one of our free financial aid workshops. You do not have to attend MECC to participate.

Everyone should complete a FAFSA regardless of your financial situation. The FAFSA is a government application for education aid and is one of the first steps to finding resources to pay for college. The FAFSA is used to determine your eligibility for free federal aid.

Students must reapply for federal student aid each academic year.



Take the following steps to get it done:

1. Complete the FAFSA as soon as possible after January 1.

- a. Find the application at fafsa.ed.gov.
- b. Be sure to check out important information on deadline dates at fafsa.ed.gov/deadlines.htm.
- c. Apply for a FSA ID at the same website so you can sign your application electronically. Store your FSA ID in a secured location. You will need it to reapply for financial aid each year.

2. Find out how much aid you are qualified to receive.

- a. A few weeks after completing the FAFSA, you'll receive your Student Aid Report from the Department of Education. This report includes your Expected Family Contribution (how much the government believes you and your family should contribute toward your education).
- b. Next you'll receive award letters from the schools in which you have applied. The award letter outlines how much financial aid you are eligible to receive, including grants, scholarships, work-study programs, and federal loans.
- c. Remember, you don't have to accept all the aid you are offered in your award letter.

Information you need to complete the FAFSA

DEPENDENT STUDENTS

Students are typically considered dependent if they are 23 years of age or younger, have no children or other dependents, are not married and have not served in the armed forces.

You must bring the following for both you and your parents.

- Federal Tax Return (including W-2)
- Untaxed Income
- Social Security Numbers
- Dates of Birth
- Information on savings, investments, business and farm assets
- PIN Numbers

INDEPENDENT STUDENTS

Students are typically considered independent if they are 24 years of age or older, are married, have children and/or other dependents, have served or are presently in the armed forces. Students whose parents are both deceased, or who have been in foster care, a ward of the court, or under legal guardianship, may also qualify for independent status.

You must bring the following for both you and your spouse.

- Federal Tax Return (including W-2)
- Untaxed Income
- Social Security Numbers
- Dates of Birth
- Information on savings, investments, business and farm assets
- PIN Number

Contact the Financial Aid Office for more detailed information at 844.MECC4ME.

my
FSA ID:

my
Expected Family
Contribution:

FINANCIAL AID TERMS YOU SHOULD KNOW

Award Letter

An offer from a college or career school that states the type and amount of financial aid the school is willing to provide if you accept admission and register to take classes at that school. MECC sends financial aid award letters via email to your VCCS student email account.

Award Year

The academic year for which a financial aid award is used to fund a student's education. MECC's academic year is summer through spring.

Cost of Attendance (COA)

The total amount it will cost you to go to school—usually stated as a yearly figure.

Dependent Student

A student who does not meet any of the criteria for an independent student.

Enrollment Status

Reported by the school the student attended, indicates whether the student is (or was) full-time, three-quarter time, half-time, less than half-time, withdrawn, graduated, etc.

Expected Family Contribution (EFC)

This is the number that is used to determine your eligibility for federal student financial aid.

FAFSA

The FREE application used to apply for federal student aid, such as federal grants, loans, and work-study.

Federal School Code

An identifier that the U.S. Department of Education assigns to each college or career school that participates in the federal student aid programs. MECC's Federal School Code is 009629.

Financial Need

The difference between the cost of attendance (COA) at a school and your Expected Family Contribution (EFC).

FSA ID

The FSA ID is a username and password combination that serves as a student's or parent's identifier to allow access to personal information in various U.S. Department of Education systems and acts as a digital signature on some online forms. For additional information on setting up a FSA ID visit fsaid.ed.gov/npas/index.htm.

Independent Student

An independent student is one of the following: at least 24 years old, married, a graduate or professional student, a veteran, a member of the armed forces, an orphan, a ward of the court, or someone with legal dependents other than a spouse, an emancipated minor or someone who is homeless or at risk of becoming homeless.

Lifetime Eligibility Used (LEU)

The amount of all Federal Pell Grant aid (in percentage) awarded to you divided by the amount of Pell Grant aid you would have been eligible to receive based on full-time enrollment. The amount of Federal Pell Grant funds a student may receive over his or her lifetime is limited by federal law to be the equivalent of six years of Pell Grant funding.

Net Price Calculator

A tool that allows current and prospective students, families, and other consumers to estimate the net price of attending a particular college or career school. The Virginia Community College Net Price Calculator can be accessed at www.vawizard.org/vccs/FinAidCostCompare.action.

Verification

The process your school uses to confirm that the data reported on your FAFSA is accurate. Your school has the authority to contact you for documentation that supports income and other information you reported.

Work-Study

A federal student aid program that provides part-time employment while you are enrolled in school to help pay your education expenses.

COMPARING AWARD LETTERS

If you haven't already decided on a school, receiving your award letters will probably help you make your decision. For many students, school choice comes down to the financial aid package.

Below is an example of what an award letter may look like.

Projected cost of education	\$20,000
Expected Family Contribution	<u>-\$5,000</u>
Total financial need	\$15,000

Type of aid	Fall	Spring	Total	Accept	Decline
Grants	\$500	\$500	\$1,000	<input type="checkbox"/>	<input type="checkbox"/>
Scholarships	\$1,500	\$500	\$3,000	<input type="checkbox"/>	<input type="checkbox"/>
Work-Study	\$1,000	\$1,000	\$2,000	<input type="checkbox"/>	<input type="checkbox"/>
Perkins Loan	\$800	\$800	\$1,600	<input type="checkbox"/>	<input type="checkbox"/>
Direct Stafford Loan	<u>+\$1,200</u>	<u>+\$1,200</u>	<u>+\$2,400</u>	<input type="checkbox"/>	<input type="checkbox"/>
	\$5,000	\$5,000	\$10,000		



TIP: When it comes to award letters, they're not all written in the same format. You can get help to compare your award letters at www.finaid.org/fafsa/awardletters.phtml. Don't be afraid to contact the school to get all your questions answered.

Scholarships

SCHOLARSHIPS

Mountain Empire Community College receives donor support and grants which fund a variety of scholarships, the majority of which are provided through the Mountain Empire Community College Foundation. The MECC Foundation is an institutionally-related 501(c)(3) non-profit charitable foundation whose mission is to foster the growth and progress of Mountain Empire Community College. The MECC Foundation awards scholarships from over 160 funds.

AIMS Higher Scholarship

The MECC AIMS Higher Scholarship encourages Virginia-resident high school students in Lee, Scott, Wise, Dickenson Counties and the City of Norton to complete a challenging curriculum and to pursue higher education. Graduating high school students who meet the requirements of the AIMS Scholars (Virginia Scholars) program will have the opportunity to attend up to two years (72 semester credits) of college without paying any tuition or fees out of pocket. For more information on AIMS Higher Scholarships visit www.mecc.edu/aims. Students must complete the online AIMS application by April 1.

How to Apply

Applications for MECC Foundation scholarships, AIMS Higher, and Virginia Tobacco Scholarships are submitted online at www.mecc.edu/scholarships. To apply for scholarships, use your MECC Online Username and password. The deadline to apply for MECC Foundation scholarships is July 31.



Testing and Advising

PLACEMENT TESTING

The VPT is used by all colleges within the Virginia Community College System (VCCS) to determine if you are ready for college-level courses. This test places students in English and Math courses that match their abilities and allows them to develop the skills necessary for optimal performance in all courses. Your placement results will determine which courses you are eligible to take in reading, writing, and math skills.

Placement testing is administered any time between 8 a.m. and 10 a.m., Monday through Friday. Appointments are not necessary for placement testing. To ensure adequate time for testing, please arrive no later than 10 a.m. Students and prospective students should call 276.523.7472 to confirm the Testing Center hours of operation for academic & placement testing.

Helpful resources for preparing for the VPT can be viewed at www.mecc.edu/testing.

ACADEMIC-RELATED TESTING

Academic-related testing, such as video, web, make-up tests and other course or program assessments (except for Placement Tests), are administered any time the office is open, from 8 a.m. until 6 p.m. on Monday through Thursday and 8 a.m. until 4:30 p.m. on Fridays. Please arrive to the Testing Center within enough time to complete the test. Students enrolled in distance education classes at other VCCS institutions may make arrangements for proctored testing.

ADVISING

Academic advisors assist students in selecting proper courses as related to their declared program, interpreting curriculum requirements, and assessing academic progress. Academic advisors are familiar with the college and with the programs for which they advise. They can either answer questions directly, or direct students to the appropriate campus resource.

Specifically, your academic advisor can help you by providing:

- Academic planning assistance and guidance for course selection for upcoming semesters.
- Advice and planning during times of academic difficulty.
- Referrals to college or community resources.

You should visit with an academic advisor when you:

- Are a new student or a student returning after an absence of several years.
- Need placement test results interpreted.
- Want to talk about courses, review your academic plan, or discuss graduation requirements.
- Need to discuss courses for the upcoming semester.

Visit either Student Services Office or Center for Outreach & Success when you:

- Are non-degree seeking and want to discuss courses for the upcoming semester.
- Are having academic difficulties.
- Need help locating someone to talk to about community resources.
- Have questions about changing or adding additional programs.
- Have questions about transferring.

To schedule an appointment with an academic advisor, contact the Student Services Office located in Holton Hall at 276.523.2400 ext. 472 or the Center for Student Outreach and Success at 276.523.2400 ext. 674.



Your pathway to a high-paying career starts at MECC. Earn a college degree or certification in 12-24 months.

NEW STUDENT CHECKLIST

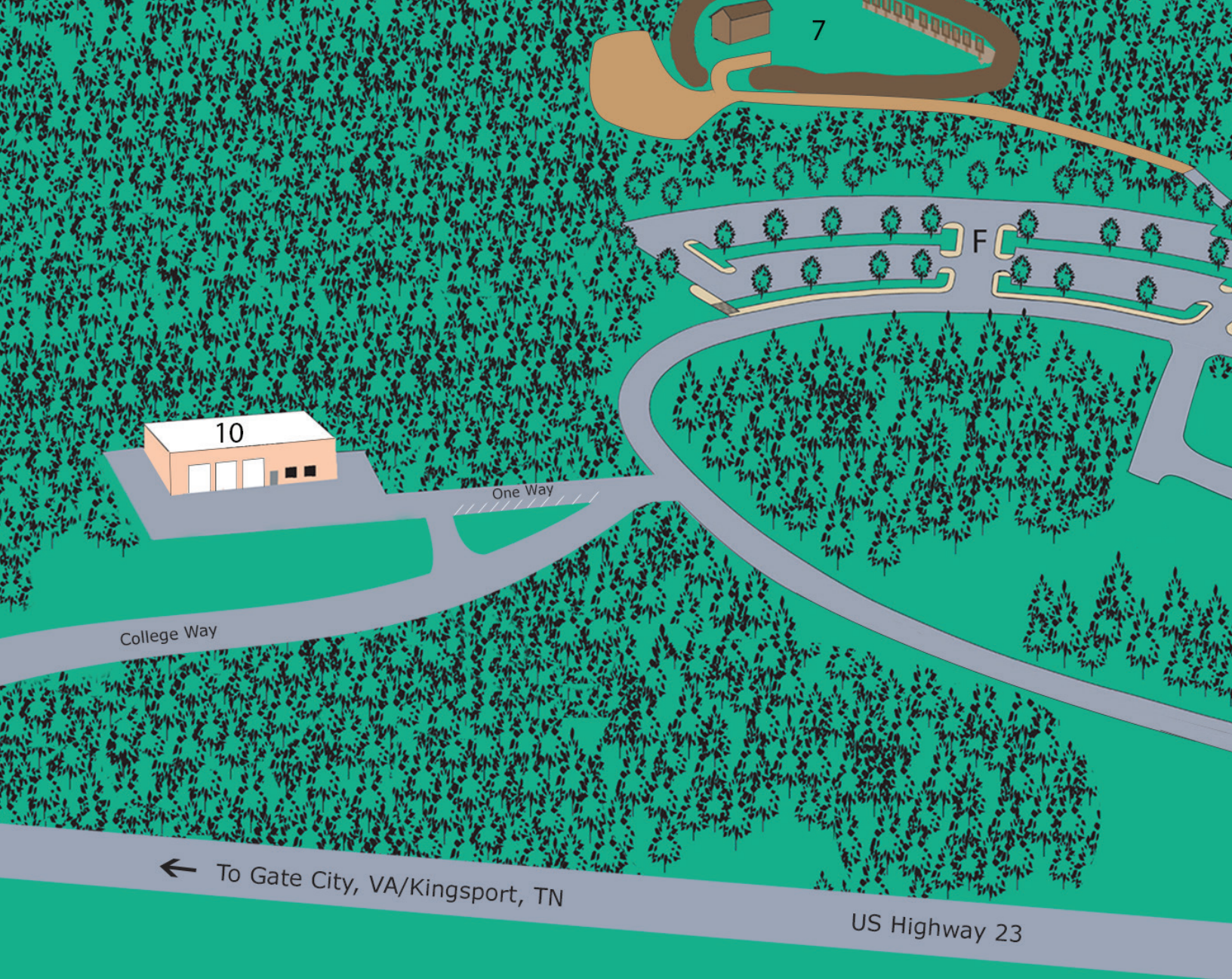
Now that you have completed the Steps to Enrollment, here are a few other things that you need to be ready for college.

- ✓ **Get a student photo ID.** All MECC students must register for a student ID. You can obtain your student ID at the Center for Student Outreach & Success in Holton Hall.
- ✓ **Buy or rent your books.** First, check your class syllabus to determine what books are required (find the syllabus in Blackboard). You can also visit the MECC Bookstore at www.mecc.edu/bookstore. Click the link for books and then click the dropdown for textbooks and course materials. Enter the specific course information and find the link to the ISBN number for the text. The MECC Bookstore is located on campus in Holton Hall and is open Monday – Friday, 8 a.m. to 4:30 p.m. You can use your financial aid funds to pay for textbooks and required supplies only during certain dates each semester.
- ✓ **Access your MECC email.** You will receive official MECC announcements about financial aid and other updates through your MECC email. Set up your email through MECC Online. After logging in with your username and password, select the “Gmail” link.
- ✓ **Access your class schedule.** Your class schedule is considered your official list of credit classes for which you registered. Access your schedule through MECC Online, and you’ll see all the classes for which you registered. Credit classes show up in Blackboard either on the first day of the class or within 48 hours after registering. On the first day of class, be sure to have a printed or online copy of your class schedule handy so you’ll know the date, time, building and room number of your classes. The letter which precedes the room number designates the building in which your class is held: G=Godwin Hall, H=Holton Hall, D=Dalton-Cantrell Hall, P=Phillips-Taylor Hall, R=Robb Hall.
- ✓ **Get a free parking decal.** All MECC students must register for a parking permit. Register for your parking permit at the Business Office located on the first floor of Godwin Hall.

- ✓ **Attend the New Student Seminar.** All new students are required to attend the New Student Seminar, a comprehensive SDV course which is scheduled prior to the first day of classes during the semester's Welcome Week activities. New Student Seminar meets the requirements of SDV 100. It is taught in two days, culminating in a day of activities that will provide students opportunities to engage with their specific program faculty and interact with student clubs and organizations. Completion of the two-day class provides an opportunity for new students to begin classes more prepared for their college experience and allows them the opportunity to make connections with their fellow students and college personnel. For more information, visit www.mecc.edu/newstudent.
- ✓ **Visit the library.** MECC's Wampler library is located on the second floor of Robb Hall. Visit the library to access material and research needed for your courses. A valid student ID is required to access these resources. Library resources are available online at www.mecc.edu/library.
- ✓ **Sign up to receive MECC alerts.** For your safety and convenience, we strongly recommend that you sign up for our emergency alert system. The system will notify you quickly with an email and text about MECC closings due to inclement weather or about emergency situations. To register for alerts, visit www.mecc.edu/textalerts.
- ✓ **Read the MECC Student Handbook.** The handbook contains additional information and MECC's Code of Conduct. To read the handbook, visit www.mecc.edu/handbook.
- ✓ **Join us on social media.** Important announcements regarding events, schedule changes, and activities are shared on MECC's social media sites. Join us on Facebook at www.facebook.com/mountainempirecollege, on Twitter @MECCVa, and on Instagram @MECCedu.
- ✓ **Enjoy the Red Fox Grill.** The Red Fox Grill, located in Holton Hall, provides an excellent selection of inexpensive breakfast and lunch options for MECC students and staff.

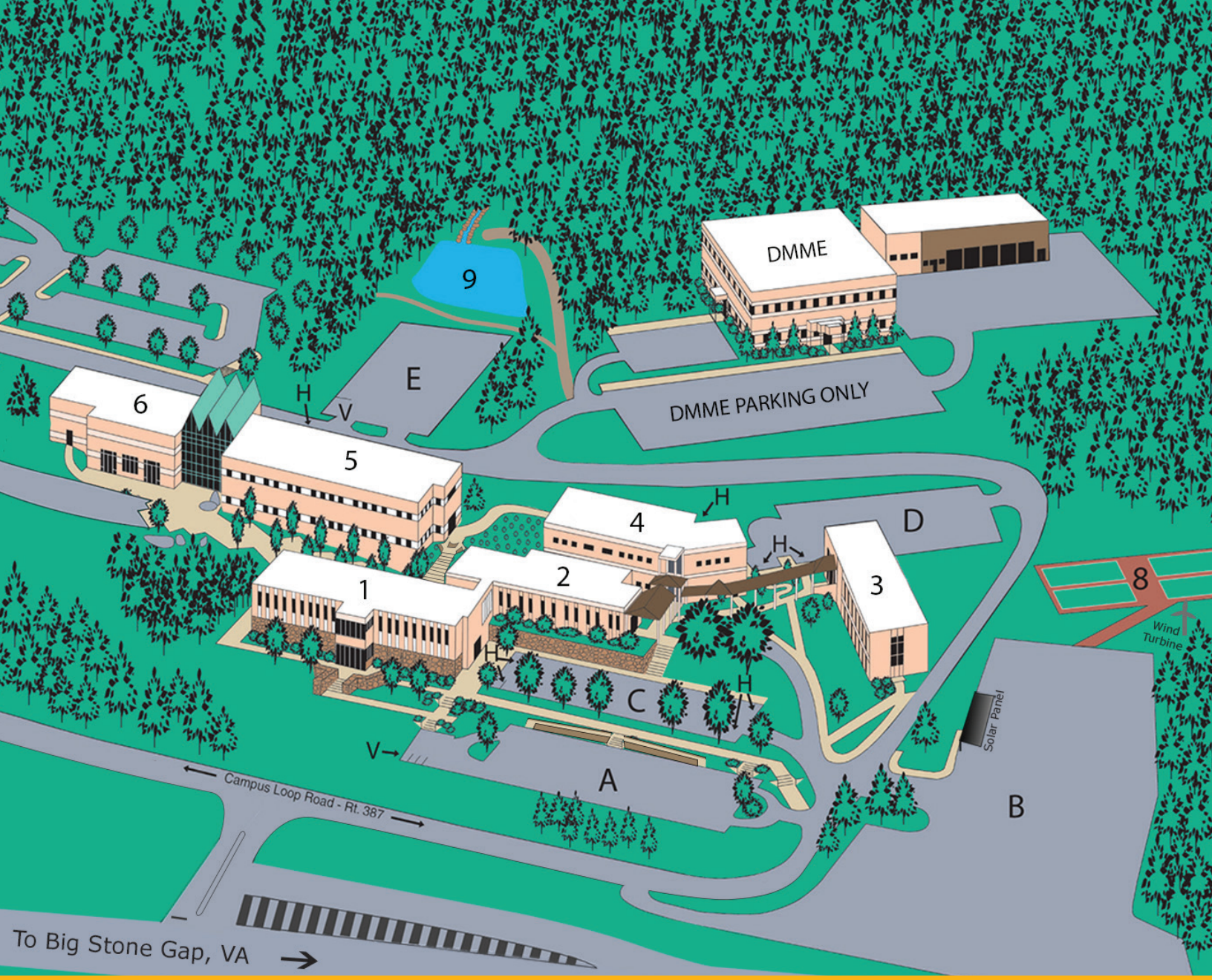
GET HELP WHEN YOU NEED IT!

- **Advising and Testing.** The Office of Student Services provides advising and testing. Student Services is located in Holton Hall. Call 276.523.7472 or visit www.mecc.edu/testing.
- **Career Assistance.** MECC provides career services to students who have not declared a major, are unsure of their career path, or who need employment preparation assistance. Visit www.mecc.edu/career-services, the Office of Student Services in Holton Hall, or call 276.523.2400 ext. 324.
- **Disability Services.** MECC provides services to students with documented disabilities. For more information, visit the Office of Student Services in Holton Hall or call 276.523.2400 ext. 343 or visit www.mecc.edu/disabilityservices.
- **Technology Assistance.** For Blackboard help, email Blackboard Support at skennedy@mecc.edu or call 276.524.2400 ext. 488. For Student Information System (SIS), student email, log-in, password or username assistance email the IT Help Desk at helpdesk@mecc.edu or call 276.523.2400 ext. 244.
- **Transfer Assistance.** MECC provides assistance to students planning to transfer to a four-year college. Visit www.mecc.edu/transfer, the Office of Student Services in Holton Hall, or call 276.523.2400 ext. 324.
- **Tutoring and Academic Assistance.** The Learning Center provides academic support services to all MECC students. Services include tutoring, mentoring, transfer assistance, career counseling, academic skills development (study skills, test-taking skills, etc.) and informative seminars. Visit the Learning Center on the second floor of Godwin Hall. Call 276.523.2400 ext. 342 or go to www.mecc.edu/tutoring.
- **Veterans Assistance.** MECC programs are approved for enrollment of qualified veterans, survivors, dependents and certain reservists. For more information on services available to veterans and their families, call 276.523.7474 or visit www.mecc.edu/veterans.



Mountain Empire Community College

CAMPUS MAP



1. Godwin Hall
2. Holton Hall
3. Dalton-Cantrell Hall
4. Robb Hall
5. Phillips-Taylor Hall
6. Goodloe Center
7. Firing Range
8. Tennis Courts
9. Environmental Pond
10. Maintenance Building

- A, B, D, E, & F. Student Parking
 C. Faculty/Staff Parking
 H. Handicapped Parking
 V. Visitor Parking



**Mountain Empire
Community College**

ACADEMIC CALENDAR

Fall

FALL SEMESTER 2016 ACADEMIC CALENDAR

August	16-17	Tue-Wed	Faculty/Staff In-Service
	18-19	Thu-Fri	Enrollment/Advisement/New Student Seminar
	22	Mon	Tuition Due for Early Enrollment
	22	Mon	FIRST DAY OF CLASSES
	28	Sun	Last day to add without faculty permission
September	5	Mon	College Closed - Labor Day Holiday
	7	Mon	Last Day to add with faculty permission, change from audit to credit, drop with a refund, change from credit to audit
October	14	Fri	In-Service Day - No day or evening classes
	31	Mon	Last day to withdraw without grade penalty
November	1	Tue	Application deadline for Fall Graduation
	7	Mon	Spring 2017 Early Enrollment begins
	18	Fri	Last day to make up incomplete grades from Summer 2016
	22-23	Tue-Wed	Faculty Research Day - No day or evening classes
	24-25	Thu-Fri	College Closed - Thanksgiving Holiday
	8	Thu	LAST DAY OF CLASSES
December	9	Fri	Exam Preparation
	12-15	Mon-Thu	FINAL EXAMS
	16	Fri	Grades due at Noon
	19-22	Mon-Thu	Faculty Research Days
	23-30	Fri-Fri	College Closed - Christmas Holiday

8W1 (EIGHT WEEK FIRST) SESSION

Aug. 22 Mon	FIRST DAY OF CLASSES
25 Thu	Last day to add a course without faculty permission
29 Mon	Last day to add with faculty permission, drop with a refund, change from audit to credit, change from credit to audit
Sep. 22 Thu	Last day to withdraw without grade penalty
Oct. 14 Fri	LAST DAY OF CLASSES

8W2 (EIGHT WEEK SECOND) SESSION

Oct. 19 Wed	FIRST DAY OF CLASSES
23 Sun	Last day to add a course without faculty permission
27 Thu	Last day to add with faculty permission, drop with a refund, change from audit to credit, change from credit to audit
Nov. 21 Mon	Last day to withdraw without grade penalty
Dec. 14 Wed	LAST DAY OF CLASSES

3W1 (THREE WEEK FIRST) SESSION

Aug. 22 Mon	FIRST DAY OF CLASSES
22 Mon	Last day to add a course without faculty permission
25 Thu	Last day to add with faculty permission, drop with a refund, change from audit to credit, change from credit to audit
Sep. 6 Tue	Last day to withdraw without grade penalty
15 Thu	LAST DAY OF CLASSES

3W3 (THREE WEEK THIRD) SESSION

Oct. 17 Mon	FIRST DAY OF CLASSES
17 Mon	Last day to add a course without faculty permission
20 Thu	Last day to add with faculty permission, drop with a refund, change from audit to credit, change from credit to audit
31 Mon	Last day to withdraw without grade penalty
Nov. 10 Thu	LAST DAY OF CLASSES

3W2 (THREE WEEK SECOND) SESSION

Sep. 19 Mon	FIRST DAY OF CLASSES
19 Mon	Last day to add a course without faculty permission
22 Thu	Last day to add with faculty permission, drop with a refund, change from audit to credit, change from credit to audit
Oct. 3 Mon	Last day to withdraw without grade penalty
13 Thu	LAST DAY OF CLASSES

3W4 (THREE WEEK FOURTH) SESSION

Nov. 14 Mon	FIRST DAY OF CLASSES
14 Mon	Last day to add a course without faculty permission
17 Thu	Last day to add with faculty permission, drop with a refund, change from audit to credit, change from credit to audit
28 Mon	Last day to withdraw without grade penalty
Dec. 8 Thu	LAST DAY OF CLASSES

EXAM SCHEDULE

Mon., Dec. 12	<u>If your class meets:</u>	<u>Your exam will be:</u>	Wed., Dec. 14	<u>If your class meets:</u>	<u>Your exam will be:</u>
Mon/Wed	8:15-9:30 am	8:00-10:00 am	Mon/Wed	2:15-3:30 pm	8:00-10:00 am
Tue/Thu	9:40-10:55 am	10:30-12:30 pm	Tue/Thu	2:15-3:30 pm	10:30-12:30 pm
Mon/Wed	11:05 am-12:20 pm	1:00-3:00 pm	Mon/Wed	3:40-4:55 pm	1:00-3:00 pm
Tue/Thu	12:50-2:05 pm	3:30-5:30 pm	Tue/Thu	3:40-4:55 pm	3:30-5:30 pm
Monday evening exams will be held from 6:00 – 8:00 pm			Wednesday evening exams will be held from 6:00 – 8:00 pm		
Tue., Dec. 13	<u>If your class meets:</u>	<u>Your exam will be:</u>	Thu., Dec. 15	Exam Make-up Day! Schedule as needed. Thursday evening exams will be held from 6:00 – 8:00 pm	
Tue/Thu	8:15-9:30 am	8:00-10:00 am			
Mon/Wed	9:40-10:55 pm	10:30-12:30 pm			
Tue/Thu	11:05 am-12:20 pm	1:00-3:00 pm			
Mon/Wed	12:50-2:05 pm	3:30-5:30 pm			
Tuesday evening exams will be held from 6:00 – 8:00 pm					

ACADEMIC CALENDAR

SPRING SEMESTER 2017 ACADEMIC CALENDAR

Spring

January	3	Tue	Faculty/Staff Workday
	4-6	Wed-Fri	Faculty/Staff In-Service
	9-11	Mon-Wed	Enrollment/Advisement
	12-13	Thu-Fri	New Student Seminar, Faculty Workdays
	16	Mon	Tuition Due for Early Enrollment
February	16	Mon	FIRST DAY OF CLASSES
	22	Sun	Last day to add without faculty permission
	1	Wed	Last Day to add with faculty permission, change from audit to credit, drop with a refund, change from credit to audit
	1	Wed	Application deadline for Spring and Summer Graduation
	6-10	Mon-Fri	Spring Break - No day or evening classes (Note: May be reduced/eliminated if necessary to make up class time.)
March	27	Mon	Last day to withdraw without grade penalty
	3	Mon	Summer and Fall 2017 Early Enrollment begins
	13	Thu	Last day to make up incomplete grades from Fall 2016
	14	Fri	College Closed
	28	Wed	Graduate Assessment at 9:00 a.m., Faculty Work Day
April			Graduation Practice, Goodloe Center, 12:30 p.m. (no day or evening classes)
	4	Thu	LAST DAY OF CLASSES
	5	Fri	Exam Preparation
	8-11	Mon-Thu	FINAL EXAMS
	12	Fri	GRADUATION – Grades due at noon - Faculty Work Day
May	15	Mon	Faculty Research Day

8W1 (EIGHT WEEK FIRST) SESSION

Jan. 16	Mon	FIRST DAY OF CLASSES
18	Wed	Last day to add a course without faculty permission
23	Mon	Last day to add with faculty permission, drop with a refund, change from audit to credit, change from credit to audit
Feb. 16	Thu	Last day to withdraw without grade penalty
Mar. 10	Fri	LAST DAY OF CLASSES

8W2 (EIGHT WEEK SECOND) SESSION

Mar. 13	Mon	FIRST DAY OF CLASSES
15	Wed	Last day to add a course without faculty permission
20	Mon	Last day to add with faculty permission, drop with a refund, change from audit to credit, change from credit to audit
Apr. 13	Thu	Last day to withdraw without grade penalty
May 5	Fri	LAST DAY OF CLASSES

3W1 (THREE WEEK FIRST) SESSION

Jan. 16	Mon	FIRST DAY OF CLASSES
16	Mon	Last day to add a course without faculty permission
19	Thu	Last day to add with faculty permission, drop with a refund, change from audit to credit, change from credit to audit
30	Mon	Last day to withdraw without grade penalty
Feb. 9	Thu	LAST DAY OF CLASSES

3W3 (THREE WEEK THIRD) SESSION

Mar. 13	Mon	FIRST DAY OF CLASSES
13	Mon	Last day to add a course without faculty permission
16	Thu	Last day to add with faculty permission, drop with a refund, change from audit to credit, change from credit to audit
27	Mon	Last day to withdraw without grade penalty
Apr. 6	Thu	LAST DAY OF CLASSES

3W2 (THREE WEEK SECOND) SESSION

Feb. 13	Mon	FIRST DAY OF CLASSES
13	Mon	Last day to add a course without faculty permission
15	Wed	Last day to add with faculty permission, drop with a refund, change from audit to credit, change from credit to audit
23	Thu	Last day to withdraw without grade penalty
Mar. 2	Thu	LAST DAY OF CLASSES

3W4 (THREE WEEK FOURTH) SESSION

Apr. 10	Mon	FIRST DAY OF CLASSES
10	Mon	Last day to add a course without faculty permission
13	Thu	Last day to add with faculty permission, drop with a refund, change from audit to credit, change from credit to audit
24	Mon	Last day to withdraw without grade penalty
May 4	Thu	LAST DAY OF CLASSES

EXAM SCHEDULE

Mon., May 8	<u>If your class meets:</u>	<u>Your exam will be:</u>	Wed., May 10	<u>If your class meets:</u>	<u>Your exam will be:</u>
Mon/Wed	8:15-9:30 am	8:00-10:00 am	Mon/Wed	2:15-3:30 pm	8:00-10:00 am
Tue/Thu	9:40-10:55 am	10:30-12:30 pm	Tue/Thu	2:15-3:30 pm	10:30-12:30 pm
Mon/Wed	11:05 am-12:20 pm	1:00-3:00 pm	Mon/Wed	3:40-4:55 pm	1:00-3:00 pm
Tue/Thu	12:50-2:05 pm	3:30-5:30 pm	Tue/Thu	3:40-4:55 pm	3:30-5:30 pm
Monday evening exams will be held from 6:00 – 8:00 pm			Wednesday evening exams will be held from 6:00 – 8:00 pm		

Tue., May 9	<u>If your class meets:</u>	<u>Your exam will be:</u>
Tue/Thu	8:15-9:30 am	8:00-10:00 am
Mon/Wed	9:40-10:55 pm	10:30-12:30 pm
Tue/Thu	11:05 am-12:20 pm	1:00-3:00 pm
Mon/Wed	12:50-2:05 pm	3:30-5:30 pm
Tuesday evening exams will be held from 6:00 – 8:00 pm		

Thu., May 11
Exam Make-up Day! Schedule as needed.
Thursday evening exams will be held from 6:00 – 8:00 pm

ACADEMIC CALENDAR

Summer

SUMMER SEMESTER 2017 ACADEMIC CALENDAR

LONG SESSION

April	3	Mon	Summer and Fall 2017 Early Enrollment begins
May	29	Mon	College Closed - Memorial Day Holiday
	30-31	Tue-Wed	New Student Seminar
June	1	Thu	Tuition Due for Early Enrollment
	1	Thu	FIRST DAY OF CLASSES
	7	Wed	Last day to add a course without faculty permission
	12	Mon	Last Day to add with faculty permission, change from audit to credit, drop with a refund, change from credit to audit
July	4	Tue	College Closed - Independence Day Holiday
	7	Fri	Last day to make-up incomplete grades for Spring 2017
	10	Mon	Last day to withdraw without grade penalty
August	1	Tue	LAST DAY OF CLASSES
	2-3	Wed-Thu	FINAL EXAMS
	4	Fri	Grades due at 4:30 pm

FIRST SHORT SESSION

April	3	Mon	Summer and Fall 2017 Early Enrollment begins
May	29	Mon	College Closed - Memorial Day Holiday
June	1	Thu	Tuition Due for Early Enrollment
	1	Thu	FIRST DAY OF CLASSES
	1	Thu	Last day to add a course without faculty permission
	5	Mon	Last Day to add with faculty permission, change from audit to credit, drop with a refund, change from credit to audit
	19	Mon	Last day to withdraw without grade penalty
	28	Wed	LAST DAY OF CLASSES
	29	Thu	FINAL EXAMS
	30	Fri	Grades due at 4:30 pm
July	4	Tue	College Closed - Independence Day Holiday
	7	Fri	Last day to make-up incomplete grades for Spring 2017

SECOND SHORT SESSION

April	3	Mon	Summer and Fall 2017 Early Enrollment begins
July	4	Tue	College Closed - Independence Day Holiday
	5	Wed	Tuition Due for Early Enrollment
	5	Wed	FIRST DAY OF CLASSES
	5	Wed	Last day to add a course without faculty permission
	7	Fri	Last day to make-up incomplete grades for Spring 2017
	10	Mon	Last Day to add with faculty permission, change from audit to credit, drop with a refund, change from credit to audit
	21	Fri	Last day to withdraw without grade penalty
August	1	Tue	LAST DAY OF CLASSES
	2	Wed	FINAL EXAMS
	3	Thu	Grades due at 4:30 pm

3W1 (THREE WEEK FIRST) SESSION

June	1	Thu	FIRST DAY OF CLASSES
	1	Thu	Last day to add a course without faculty permission
	2	Fri	Last day to add with faculty permission, drop with a refund, change from audit to credit, change from credit to audit
	12	Mon	Last day to withdraw without grade penalty
	16	Fri	LAST DAY OF CLASSES

3W2 (THREE WEEK SECOND) SESSION

June	19	Mon	FIRST DAY OF CLASSES
	19	Mon	Last day to add a course without faculty permission
	21	Wed	Last day to add with faculty permission, drop with a refund, change from audit to credit, change from credit to audit
	29	Thu	Last day to withdraw without grade penalty
July	7	Fri	LAST DAY OF CLASSES

3W3 (THREE WEEK THIRD) SESSION

July	10	Mon	FIRST DAY OF CLASSES
	10	Mon	Last day to add a course without faculty permission
	12	Wed	Last day to add with faculty permission, drop with a refund, change from audit to credit, change from credit to audit
	24	Mon	Last day to withdraw without grade penalty
August	1	Tue	LAST DAY OF CLASSES

Lined area for writing or drawing.

Monday	Tuesday	Wednesday	Thursday
1 <ul style="list-style-type: none"> • Work Study pay date 	2	3	4
8	9	10	11 <ul style="list-style-type: none"> • Work Study timesheets due
15 <ul style="list-style-type: none"> • Work Study pay date 	16 <ul style="list-style-type: none"> • Faculty/staff in-service 	17 <ul style="list-style-type: none"> • Faculty/staff in-service 	18 <ul style="list-style-type: none"> • Enrollment/advisement/New Student Seminar
22 <ul style="list-style-type: none"> • Tuition due for early enrollment • FIRST DAY OF CLASSES • Grab & Go Breakfast - 8-10 - Holton, PT, and Godwin 	23 <ul style="list-style-type: none"> • Grab & Go Breakfast - 8-10 - Holton, PT, and Godwin 	24	25 <ul style="list-style-type: none"> • Work Study timesheets due
29 <ul style="list-style-type: none"> • Work Study pay date 	30	31	

Friday	Saturday	Sunday
5	6	7
12	13	14
19	20	21
26	27	28
Notes: _____ _____ _____ _____ _____ _____		

JUNE 2016

M	T	W	T	F	S	S
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JULY 2016

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AUGUST 2016

SEPTEMBER 2016

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OCTOBER 2016

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24	25	26	27	28	29	30
31						

• Enrollment/advisement/New Student Seminar

• Last day to add without faculty permission

Monday		Tuesday		Wednesday		Thursday	
<div>Notes: Club Fair Week - September 19-22 - 12:15-12:45 - throughout campus.</div>						1	
5		6		7		8	
<div>• College closed</div> <div>• Labor Day</div>				<div>• Last day to add with faculty permission, change from audit to credit, drop with a refund, change from credit to audit</div>		<div>• Work Study timesheets due</div>	
12		13		14		15	
<div>• Work Study pay date</div>				<div>• Back to School BBQ - 10-2 - Goodloe Center</div> <div>• MECC Blood Drive</div>		<div>• Constitution Day - 12:15-12:45 - Goodloe Center</div>	
19		20		21		22	
						<div>• Work Study timesheets due</div>	
26		27		28		29	
<div>• Work Study pay date</div>							

Friday		Saturday		Sunday	
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30					

JULY 2016

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AUGUST 2016

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29	30	31				

SEPTEMBER

2016

OCTOBER 2016

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24	25	26	27	28	29	30
31						

NOVEMBER 2016

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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

• Remembrance Day - day of service
community project

• Remembrance Day - day of service
community project

Monday		Tuesday		Wednesday		Thursday	
Notes: Pink Out Week - October 10-13 - Holton Hall and throughout campus. Bake sale, Pie-in-the-Face, and other activities. All proceeds will be donated to the Norton Cancer Center.							
Freak Week - October 24-27 - events all week.							
3		4		5		6	
				• Fall Transfer Fair		• Work Study timesheets due	
10		11		12		13	
• Columbus Day • Pink Out Week begins						• College Knowledge Day	
17		18		19		20	
						• Work Study timesheets due	
24		25		26		27	
• Work Study pay date • Pumpkin Painting - 12:10-12:45 - Cyber Education Center							
31							
• SGA Halloween Contest - 12:10-12:45 - Red Fox Grill • Last day to withdraw without grade penalty • Halloween		• Pumpkin Painting - 12:10-12:45 - Cyber Education Center		• Pumpkin Painting - 12:10-12:45 - Cyber Education Center		• Scary Movie Marathon - 10-2 - Red Fox Grill	

Friday	Saturday	Sunday							
	1	2	AUGUST 2016						
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			8	9	10	11	12	13	14
			15	16	17	18	19	20	21
			22	23	24	25	26	27	28
			29	30	31				
			SEPTEMBER 2016						
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			12	13	14	15	16	17	18
			19	20	21	22	23	24	25
			26	27	28	29	30		
7	8	9	OCTOBER 2016						
<ul style="list-style-type: none">• Work Study pay date• Haunted Forest - 7:00-11:00	<ul style="list-style-type: none">• Haunted Forest - 7:00-11:00								
14	15	16							
<ul style="list-style-type: none">• In-service day - No day or evening classes• Home Craft Days concert - 6:00 - Goodloe Center• Haunted Forest - 7:00-11:00	<ul style="list-style-type: none">• Home Craft Days - 10:00-6:00• Haunted Forest - 7:00-11:00	<ul style="list-style-type: none">• Home Craft Days - 10:00-6:00							
21	22	23							
<ul style="list-style-type: none">• Haunted Forest - 7:00-11:00	<ul style="list-style-type: none">• Haunted Forest - 7:00-11:00								
28	29	30							
<ul style="list-style-type: none">• Haunted Forest - 7:00-11:00	<ul style="list-style-type: none">• Haunted Forest - 7:00-11:00		NOVEMBER 2016						
			M	T	W	T	F	S	S
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			14	15	16	17	18	19	20
			21	22	23	24	25	26	27
			28	29	30				
			DECEMBER 2016						
			M	T	W	T	F	S	S
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			12	13	14	15	16	17	18
			19	20	21	22	23	24	25
			26	27	28	29	30	31	

Monday	Tuesday	Wednesday	Thursday
	1 <ul style="list-style-type: none"> • Application deadline for fall graduation 	2	3 <ul style="list-style-type: none"> • Work Study timesheets due
7 <ul style="list-style-type: none"> • Spring 2017 early enrollment begins • Work Study pay date 	8 <ul style="list-style-type: none"> • Election Day 	9	10
14	15	16	17 <ul style="list-style-type: none"> • Work Study timesheets due • Great American Smokout - Cyber Education Center
21 <ul style="list-style-type: none"> • Work Study pay date 	22 <ul style="list-style-type: none"> • Faculty research day - No day or evening classes 	23 <ul style="list-style-type: none"> • Faculty research day - No day or evening classes - College closes at noon 	24 <ul style="list-style-type: none"> • College closed • Thanksgiving break
28	29	30	

Friday		Saturday		Sunday	
4		5		6	
11		12		13	
18		19		20	
25		26		27	
<div>Notes: <u>Operation Christmas Child - November 1-3 and November 7-10 - Red Fox Grill - 12:10-12:45.</u></div>					

SEPTEMBER 2016

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19	20	21	22	23	24	25
26	27	28	29	30		

OCTOBER 2016

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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

NOVEMBER
2016

DECEMBER 2016

M	T	W	T	F	S	S
			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	

JANUARY 2017

M	T	W	T	F	S	S
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Monday		Tuesday		Wednesday		Thursday	
<div>Notes: <u>De-Stress Week - December 5-8 - throughout campus - 12:10-12:45.</u></div>						<div>1</div> <div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div> <div><div>• Work Study timesheets due</div><div>• Open Mic-Karaoke - Red Fox Grill - 12:10-12:45</div></div>	
<div>5</div> <div></div> <div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div> <div><div>• Work Study pay date</div></div>		<div>6</div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>		<div>7</div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>		<div>8</div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>	
<div>12</div> <div></div> <div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div> <div><div>• Final exams</div></div>		<div>13</div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>		<div>14</div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>		<div>15</div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>	
<div>19</div> <div></div> <div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div> <div><div>• Faculty research day</div><div>• Work Study pay date</div></div>		<div>20</div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>		<div>21</div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>		<div>22</div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>	
<div>26</div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>		<div>27</div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>		<div>28</div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>		<div>29</div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>	
<div><div>• College closed</div></div>		<div><div>• College closed</div></div>		<div><div>• College closed</div></div>		<div><div>• College closed</div></div>	

Friday	Saturday	Sunday	<div> <div>OCTOBER 2016</div> <div> M T W T F S S 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 </div> <div>NOVEMBER 2016</div> <div> M T W T F S S 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 </div> <div> <div>DECEMBER</div> <div>2016</div> </div> <div> <div>JANUARY 2017</div> <div> M T W T F S S 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 </div> <div>FEBRUARY 2017</div> <div> M T W T F S S 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 </div> </div> </div>
2	3	4	
9	10	11	
• Exam preparation			
16	17	18	
• Grades due at noon			
23	24	25	
• College closed	• College closed • Christmas Eve	• College closed • Christmas Day	
30	31		
• College closed	• College closed • New Year's Eve		

Monday		Tuesday		Wednesday		Thursday	
Notes: Warm Back Up to School - January 16-20 - Cyber Education Center.							
2		3		4		5	
		• Faculty/staff work day		• Faculty/staff in-service		• Faculty/staff in-service	
9		10		11		12	
• Enrollment/advisement		• Enrollment/advisement		• Enrollment/advisement		• New Student Seminar/faculty work days • Work Study timesheets due	
16		17		18		19	
• Tuition due for early enrollment • FIRST DAY OF CLASSES • Martin Luther King Day celebration - Cyber Education Center • Martin Luther King Day							
23		24		25		26	
30		31				• Work Study timesheets due	
• Work Study pay date							

Friday	Saturday	Sunday	
		1	NOVEMBER 2016 M T W T F S S 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 DECEMBER 2016 M T W T F S S 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 JANUARY 2017
6	7	8	 • New Year's Day
13	14	15	 • New Student Seminar/faculty work day • Work Study pay date
20	21	22	 • Last day to add without faculty permission
27	28	29	FEBRUARY 2017 M T W T F S S 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 MARCH 2017 M T W T F S S 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

Friday	Saturday	Sunday							
3	4	5	DECEMBER 2016 M T W T F S S 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						
10	11	12	JANUARY 2017 M T W T F S S 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						
17	18	19	FEBRUARY 2017						
24	25	26							
Notes: <u>Sweet Week - February 13-16 - Godwin.</u>			MARCH 2017 M T W T F S S 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						
			APRIL 2017 M T W T F S S 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						

Monday	Tuesday	Wednesday	Thursday
		1	2
		<ul style="list-style-type: none"> • Application deadline for fall graduation • Mirrorless Day at MECC 	
6	7	8	9
<ul style="list-style-type: none"> • Faculty research day • Spring break - No day or evening classes 	<ul style="list-style-type: none"> • Spring break - No day or evening classes 	<ul style="list-style-type: none"> • Spring break - No day or evening classes 	<ul style="list-style-type: none"> • Spring break - No day or evening classes • Work Study timesheets due
13	14	15	16
<ul style="list-style-type: none"> • Work Study pay date 			
20	21	22	23
			<ul style="list-style-type: none"> • Work Study timesheets due
27	28	29	30
<ul style="list-style-type: none"> • Last day to withdraw without grade penalty • Work Study pay date 			

**MARCH
2017**

Monday		Tuesday		Wednesday		Thursday	
Notes: _____							
3		4		5		6	
• Summer and fall 2017 early enrollment begins				• Job Expo		• Work Study timesheets due	
10		11		12		13	
• Work Study pay date						• Last day to make up incomplete grades from fall 2016	
17		18		19		20	
						• Spring Fling - 10-2 - Goodloe Center • Work Study timesheets due	
24		25		26		27	
• Work Study pay date							

Friday	Saturday	Sunday																																																						
	1	2	<div>FEBRUARY 2017</div> <table><tr><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td><td>S</td></tr><tr><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr><tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td></td></tr><tr><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td></td></tr><tr><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td></td></tr><tr><td>27</td><td>28</td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>							M	T	W	T	F	S	S				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						
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7	8	9	<div>MARCH 2017</div> <table><tr><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td><td>S</td></tr><tr><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr><tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td></td></tr><tr><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td></td></tr><tr><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td></td></tr><tr><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td></tr></table>							M	T	W	T	F	S	S				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			
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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																																																				
14	15	16	<div>APRIL 2017</div>																																																					
21	22	23																																																						
28	29	30																																																						

• College closed

• Good Friday

• Easter

• Earth Day

• Graduate assessment - 9:00 am

• Faculty work day - No day or evening classes

• Graduation practice - Goodloe Center - 12:30 pm

MAY 2017						
M	T	W	T	F	S	S
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				

JUNE 2017						
M	T	W	T	F	S	S
			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		

• College closed
• Good Friday

• Easter

• Earth Day

• Graduate assessment - 9:00 am
• Faculty work day - No day or evening classes
• Graduation practice - Goodloe Center - 12:30 pm

Monday	Tuesday	Wednesday	Thursday
1	2	3	4
			<ul style="list-style-type: none"> • LAST DAY OF CLASSES • Work Study timesheets due
8	9	10	11
<ul style="list-style-type: none"> • Final exams • Work Study pay date 	<ul style="list-style-type: none"> • Final exams 	<ul style="list-style-type: none"> • Final exams 	<ul style="list-style-type: none"> • Final exams
15	16	17	18
<ul style="list-style-type: none"> • Faculty research day 			<ul style="list-style-type: none"> • Work Study timesheets due
22	23	24	25
<ul style="list-style-type: none"> • Faculty/staff in-service • Work Study pay date 			
29	30	31	
<ul style="list-style-type: none"> • College closed • Memorial Day 	<ul style="list-style-type: none"> • New Student Seminar 	<ul style="list-style-type: none"> • New Student Seminar 	

Friday		Saturday		Sunday	
5		6		7	
• Exam preparation					
12		13		14	
• GRADUATION – Grades due at noon - Faculty work day				• Mother's Day	
19		20		21	
26		27		28	
Notes: Stress Free Week - May 1-4.					

Monday		Tuesday		Wednesday		Thursday	
Notes: _____ _____ _____ _____ _____ _____ _____						1 <	

Friday	Saturday	Sunday	
2	3	4	APRIL 2017 M T W T F S S 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
9	10	11	MAY 2017 M T W T F S S 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
16	17	18	JUNE 2017
23	24	25	
30			JULY 2017 M T W T F S S 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
• Grades due at 4:30 p.m. (First Short Session)			AUGUST 2017 M T W T F S S 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

Monday		Tuesday		Wednesday		Thursday	
Notes: <u>Long Session</u> - Classes end August 1 and final exams are August 2-3.							
Second Short Session - Classes end August 1 and final exams are August 2.							
3		4		5		6	
• Work Study pay date		• College closed • Independence Day		• Tuition due for early enrollment (<i>Second Short Session</i>) • CLASSES BEGIN (<i>Second Short Session</i>) • Last day to add classes without faculty permission (<i>Second Short Session</i>)			
10		11		12		13	
• Last day to add classes with faculty permission, change from audit to credit, change from credit to audit, or drop with a refund (<i>Second Short Session</i>) • Last day to withdraw from classes without grade penalty (<i>Long Session</i>)						• Work Study timesheets due	
17		18		19		20	
• Work Study pay date							
24		25		26		27	
31							
• Work Study pay date						• Work Study timesheets due	

Friday	Saturday	Sunday	
	1	2	MAY 2017 M T W T F S S 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
7	8	9	JUNE 2017 M T W T F S S 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
• Last day to make up incomplete grades from spring 2017 (<i>All summer sessions</i>)			JULY 2017
14	15	16	
21	22	23	
• Last day to withdraw from classes without grade penalty (<i>Second Short Session</i>)			AUGUST 2017 M T W T F S S 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
28	29	30	SEPTEMBER 2017 M T W T F S S 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

Nondiscrimination Statement: It is the policy of the Virginia Community College System and Mountain Empire Community College to provide equal employment and educational opportunities for all persons without regard to race, color, religion, national origin, political affiliation, veteran status, gender, age, or sexual orientation and for all otherwise qualified persons with disabilities. This policy permits appropriate employment preference for veterans. This institution promotes and maintains educational opportunities without regard to race, color, sex, ethnicity, religion, gender, age (except when age is a bona fide occupational qualification), disability, national origin, or other non-merit factors. This institution prohibits sexual harassment including sexual violence. The following person has been designated to handle inquiries regarding non-discrimination policies: Ron Vickers, Vice President of Financial and Administrative Services. The following person has been designated to handle inquiries regarding student misconduct or equity issues based on gender: Brandon Dotson, Dean of Student Services. The following person has been designated to handle inquiries regarding employee misconduct or equity issues: Pam Giles, Human Resource Manager. For more information, contact 276.523.2400, 3441 Mountain Empire Rd., Big Stone Gap, VA, 24219. Virginia relay users dial 711.

Mountain Empire Community College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award the associate degree. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404.679.4500 for questions about the accreditation of Mountain Empire Community College. Normal inquiries about the institution, such as admission requirements, financial aid, educational programs, etc., should be addressed directly to the institution and not to the Commission's office. Degree programs are approved by the State Council of Higher Education for Virginia, and are also approved for listing in the U.S. Office of Education directories for participation in various federally-sponsored programs of student aid and educational assistance. The College is authorized by the Veterans Administration to certify students to receive veterans' benefits and is approved by the Department of Health and Human Services for students who receive Social Security and Vocational Rehabilitation benefits. The Respiratory Therapy program is accredited by the Commission on Accreditation for Respiratory Care. The Nursing program is approved by the Virginia State Board of Nursing and accredited by the Accreditation Commission for Education in Nursing (3343 Peachtree Road NE, Suite 850, Atlanta, GA 30326). The Practical Nursing and Nursing Assistant programs are approved by the Virginia State Board of Nursing. The Emergency Medical Services Technology program is accredited by the Commission on Accreditation of Allied Health Education Programs. The Phlebotomy program is approved by the National Phlebotomy Association.



**Mountain Empire
Community College**

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