

4.3 The institution makes available to students and the public current academic calendars, grading policies, and refund policies. **(Publication of policies)**

Compliance Status: Compliance

The College of Coastal Georgia strives to ensure that its entire constituent groups, particularly prospective and current students, have easy access to its academic calendars, grading policies, and refund policies by publishing such information on the College's website, *2010-2011 College of Coastal Georgia Catalog* and in the *2010-2011 College of Coastal Georgia Student Handbook*. New students are instructed in accessing such materials during new student orientation.

Academic Calendar

The academic calendar is available as a link on the College's website; the calendars for all semesters ([Spring Semester 2011 sample](#)) are developed and published online several months in advance of the start of each semester. By recent mandate of the USG Board of Regents, each constituent member of the System will be required to publish a [two-year schedule](#) of anticipated course offerings beginning in academic year 2010-2011.

Grading Policies

Students are informed of specific course grading policies through the course syllabus. The College's grading policies are established by the USG Board of Regents ([Section 3.5, USG Board of Regents Policy Manual](#)) and published annually in the College's [Catalog](#). Further, students learn about the institution's grading system and policies in CCGA 1101, *College Success Seminar*, a course requirement for all new first-time, full-time, and degree-seeking students.

Refund Policies

The USG Board of Regents *Policy Manual* ([Section 7.3.5](#)) stipulates the refund policy for all member institutions, including the College of Coastal Georgia. The policy is published annually in the College's [Catalog](#), as well as on the College's website in the [Financial Aid](#) section.

Providing calendars, grading policies and refund policies online for students, staff, faculty, and the general public makes access and reference very user-friendly.

Supporting Documentation

College of Coastal Georgia Academic Calendar:

[Spring 2011](#)

[Summer 2011](#)

[Fall 2011](#)

College of Coastal Georgia Two-Year Schedule of Courses:

[Spring 2011 Planned Course Offerings](#)

[Summer 2011 Planned Course Offerings](#)

[Fall 2011 Planned Course Offerings](#)

[Spring 2012 Planned Course Offerings](#)

[Summer 2012 Planned Course Offerings](#)

[USG Board of Regents Policy Manual, Section 3.5](#)

[2010-2011 College of Coastal Georgia Catalog](#)

[USG Board of Regents Policy Manual, Section 7.3.5](#)

[College of Coastal Georgia website, Financial Aid Refund Policy](#)