

## **SECTION 5.2. SEMESTER COURSE SCHEDULE.**

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### **5.2.1. CREATION.**

### **5.2.2. MODIFYING COURSE OFFERING.**

### **5.2.3. CANCELING COURSE OFFERINGS.**

#### **5.2.3.1. Canceling Offerings.**

Canceling course offerings must take place at least three (3) weeks prior to a semester's start date. After the third week deadline, departments are responsible to teach the courses they advertised to the students.

#### **5.2.3.2. Exceptions.**

Exceptions to rule 5.2.3.1 will be granted, with the approval of the Academic Vice President, when some unforeseen exigency occurs. Examples of these include, severe health problems, death of a faculty member, and an unforeseen retirement coupled with an inability to fill the position. Also, a course can be canceled with the same approval when the enrollment does not justify the class.

#### **5.2.3.3. Notification.**

Departments that cancel a course after the third week deadline must take reasonable steps to notify all students registered for that course.

## **5G.1 GRADUATION REQUIREMENTS.**

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### **5G.1.2. CATALOG YEAR GRADUATION REQUIREMENTS.**

The graduation requirements listed in the catalog printed or posted online at the beginning of the academic year are those used to determine if a student has fulfilled Snow's requirements for graduation. No changes to programs or major requirements approved after May 1 by the Curriculum Committee will affect a student's requirements for the student's graduation audit.

### **5G.1.3. CHANGES TO PROGRAM OR DEGREE REQUIREMENTS.**

All changes to programs or degrees for the following year must be through the Curriculum Committee by May 1 of each year. The Registrar's Office will enter all changes to program or degree requirements in Snow's degree auditing program during July for the upcoming academic year.