

Timeline for Creating Academic Calendar

Fall Semester	College Registrar uses previous academic year calendars as models to update and develop draft of next forthcoming Academic Calendar.
Fall Semester	College Registrar distributes draft of next forthcoming Academic Calendar to Academic Affairs Council for review.
Upon Academic Affairs Council Recommendation for Approval	College Registrar submits next forthcoming Academic Calendar recommended for approval by Academic Affairs Council to Vice Chancellor for Academic and Student Affairs.
Upon Vice Chancellor for Academic and Student Affairs' Approval	Vice Chancellor for Academic and Student Affairs sends approved Academic Calendar to Human Resources to be submitted to Louisiana Community and Technical College System Office. Registrar submits approved Academic Calendar to Catalog Editor and Web Content Specialist for publication.
Upon submission	Next forthcoming Academic Calendar published on College's website.