



## Academic Calendar Checklist

### Purpose:

This checklist shows suggested dates to include on an academic calendar for direct assessment CBE.

### Instructional Calendar

- Defined academic year begin and end dates.
- Defined term or subscription period begin and end dates.
- Scheduled breaks, if applicable.
- Periods of time when students would not have access to resources OR faculty.

### Operational Dates

- Admission deadlines.
- Registration deadlines.
- Financial aid dates for census, disbursement, etc.
- Billing dates for invoicing, due date, etc.
- Grade due dates, if applicable.

### Planning Considerations

- Comparison or juxtaposition with other calendars/term structures already operationalized by the college.
- Cohort identifiers used to track learners such as by start date or student journey.