

Policy 2002-04-A: Academic Calendar

See Also: 24 P.S. §§ 20-2001A, et seq.

Adopted: July 11, 2002

Amended: January 26, 2017, October 11, 2018

A. All Universities in State System to Follow Same Academic Calendar Parameters:

Starting with fall semester 2018, all universities in Pennsylvania's State System of Higher Education will adhere to commonly agreed upon academic calendar parameters. These parameters provide flexibility for each campus to serve students.

B. Academic Calendar Parameters:

- Each State System university may choose the first day of its academic calendar during a two-week period established by the Office of the Chancellor after consultation with the university presidents.
- There will be no less than three (3) weeks and no more than five (5) weeks between the fall and spring semesters.
- State System universities will adhere to the number of instructional weeks per semester required by the applicable collective bargaining agreements (CBA).
- Academic calendars will deliver the equivalent of 70 instructional days during the fall and spring semesters. Final exams are one additional calendar week (up to five [5] days) each semester.
- Each university calendar must address the contractual bargaining agreements and implications for minor and major holidays.
 - The major holidays for which campuses and the Office of the Chancellor are closed include: Martin Luther King Day, Memorial Day, July 4th, Labor Day, Thanksgiving Day, Christmas Day, and New Year's Day.
 - The minor holidays include: Presidents Day, Veterans Day, and Columbus Day. Each of the universities, as well as the Office of the Chancellor, has the discretion to use minor holidays as they see fit.
- The State System and its universities have a common payroll system and as such, the Office of the Chancellor will establish a common payroll/administrative calendar for the academic year's pay dates that applies to all universities, regardless of the start or end date for each university's academic calendar.
- State System universities will provide their academic calendars three (3) years in advance to the Office of the Chancellor to include fall, winter, spring, and summer terms.

C. Academic Calendar Parameters Established by Chancellor and University Presidents:

The chancellor, working with the university presidents, establishes the academic calendar parameters. Exceptions to the start of the fall semester for extenuating circumstances may be granted by the chancellor for a State System university after consultation with the university presidents.