

Hagerstown Community College
FACULTY CALENDAR
Spring 2014

	1st 5 Weeks (C)	1st 7.5 Weeks (A)	1st 10 Weeks (F)	15 Weeks	12 Weeks (W)	2nd 5 Weeks (D)	2nd 10 Weeks (G)	2nd 7.5 Weeks (B)	3rd 5 Weeks (E)
Classes begin	January 13	January 13	January 13	January 13	January 29	February 18	February 19	March 16	April 1
Course syllabi due to division office associate	January 13	January 13	January 13	January 13	January 29	February 18	February 19	March 16	April 1
Signed copy of contract to VPAA	January 21	January 21	January 21	January 21	February 6	February 27	February 27	March 25	April 9
Corrected roster(s) due for credit students <u>only</u> <ul style="list-style-type: none"> • Mark no-shows via WebAdvisor • If everyone is attending class: <ul style="list-style-type: none"> ✓ e-mail Trisha Bair (tebair@hagerstowncc.edu); subject of e-mail: <i>All Attending</i>; include <i>your name and course/section number</i> in body of e-mail OR ✓ click link provided in the WebAdvisor midterm grading screen to indicate that all are attending 	January 21 at noon	January 27 at noon	January 29 at noon	February 6 at noon	February 18 at noon	February 26 at noon	March 6 at noon	March 31 at noon	April 11 at noon
Interim Progress Report(s) due to Records Office, ASA 403	NA	NA	NA	February 21	February 21	NA	NA	NA	NA
HOLIDAYS / SPRING BREAK <ul style="list-style-type: none"> • <i>Martin Luther King</i> – College Closed • <i>Spring Break</i> – Students and Faculty • <i>Spring Break</i> – Staff / College Closed 	January 20	January 20	January 20 March 9-15 March 14	January 20 March 9-15 March 14	March 9-15 March 14	March 9-15 March 14	March 9-15 March 14		
Last day of classes (includes Final Exams)	February 17	March 8	March 31	May 6	April 29	March 31	May 6	May 6	May 6
Final grades due	February 19	March 11	April 2	May 8	May 1	April 2	May 8	May 8	May 8

Final Exam Schedule: Check for your classes on the HCC Homepage: Current Students, Dates and Deadlines, Final Exam Schedule

Pay dates	February 15 February 28	February 15 February 28 March 15	February 28 March 15 March 31 April 15	February 28 March 15 March 31 April 15 April 30 May 15	March 15 March 31 April 15 April 30 May 15	March 31 April 15	March 31 April 15 April 30 May 15	April 15 April 30 May 15	April 30 May 15
------------------	----------------------------	--	---	---	--	----------------------	--	--------------------------------	--------------------

Honors Convocation: Thursday, May 15 ❖ Commencement: Saturday, May 17