



College Now/Tech Prep 2009-2010 Academic Calendar

Student and Teacher Responsibilities

Students and teachers please note these important dates. Students have two terms including the term of registration to complete the course. All students must complete by the spring term completion deadline May 28, 2010. Please call us at (541) 383-7782 if you have questions.

1. Course grading is explained on each course competency checklist. However, it's the **student's responsibility** to complete and sign a College Now/Tech Prep Audit/Drop form and submit it to the high school teacher for the following:
 - a. Drop—Students may drop a class with no entry on the transcript by meeting the Audit/Drop deadline.
 - b. Withdrawal—"W" appears on the transcript but is **not** computed in the GPA. Applies to drop dates after the Audit/Drop deadline.
 - c. Audit—"X" appears on the transcript but is **not** computed in the GPA.
2. In Progress—"IP" course in progress. A grade doesn't appear on the transcript for one term and is changed to a final grade upon completion of the course.
3. It's the high school **teacher's responsibility** to submit all student documents to the College Now/Tech Prep office according to the calendar below.

Fall 2009

- Last day to turn in registrations to the COCC Tech Prep Office Friday, October 30
(Include fee payment with registrations)
- Last day to change to Audit status or Drop with no entry on transcript Friday, November 6
(Only if class will complete by end of fall term)
- Completion Deadline to submit grades and student completion documents..... Wednesday, November 25
(Only if class will complete by the end of COCC fall term)
- Last day to drop classes Wednesday, December 2
(Drop form signed by student and teacher, W on transcript)
- Students can access grades at www.cocc.edu Thursday, December 17

Winter 2010

- Last day to turn in registrations to the COCC Tech Prep Office Friday, February 12
(Include fee payment with registrations)
- Last day to change to Audit status or Drop with no entry on transcript Friday, February 19
(Only if class will complete by end of COCC winter term)
- Completion Deadline to submit grades and student completion documents..... Friday, March 5
(Only if class will complete by the end of COCC winter term)
- Last day to drop classes Wednesday, March 10
(Drop form signed by student and teacher, W on transcript)
- Students can access grades at www.cocc.edu Thursday, March 25

Spring 2010

- Last day to turn in registrations to the COCC Tech Prep Office Friday, May 7
(Include fee payment with registrations)
- Last day to change to Audit Status or Drop with no entry on transcript..... Friday, May 14
- Completion Deadline to submit grades and student completion documents..... Friday, May 28
(All students must complete)
- Last day to drop classes Wednesday, June 2
(Drop form signed by student and teacher, W on transcript)
- Students can access grades at www.cocc.edu Thursday, June 17