

4.3

Publication of policies

The institution makes available to students and the public current academic calendars, grading policies, and refund policies.

Judgment

Compliant Non-Compliant Not Applicable

Narrative

Note: Text for all linked documents below can be increased/decreased for ease of reading by pressing your keyboard's Ctrl key while rotating the mouse wheel.

Angelo State University distributes information about academic calendars, grading policies, and refund policies to students and other constituents through several online publications, as described below.

OPERATING POLICIES AND PROCEDURES

The Angelo State University Operating Policies and Procedures (ASU OPs) are publicly available on the ASU website. For those not familiar with the website or ASU publications, the policies are easily found using the website's Quick Search feature, and an option for conducting searches within the policies and procedures is provided on the ASU OP home page. In addition, the ASU OPs are cross referenced on many pages of the institutional website, with corresponding links provided to the online manual. Academic policies pertaining to students are published in ASU OP Chapter 10, Academic Policies – Students.

ACADEMIC CALENDARS

The ASU academic calendar is published on the ASU website (Academic Calendar, 2011-2012). Critical academic dates—such as the first class day, last class day, and final exams days—are published at least 24 months in advance. The calendar can be found from the ASU home page using the website's Quick Search feature, and links to the calendar are provided on several other pages, including the Current Students home page (in the Registration and Advising and ASU Events sections) and the Office of the Registrar home page.

GRADING POLICIES

ASU grading policies are defined in ASU OP 10.11, Grading Procedures and published in the online ASU OP manual, which can be accessed on the ASU website, as described above. Grading policies are also published in the online undergraduate and graduate catalogs (ASU Undergraduate Catalog 2011–2012, p. 322 and ASU Graduate Catalog 2011–2012, p. 32-33).

REFUND POLICIES

Students officially withdrawing from the university are eligible for a refund of tuition and fees according to the schedule in the ASU Tuition and Fees Refund Policy, which is published on the institutional website. The refund policy can be found from the ASU home page using the website's Quick Search feature, and links to the policy are provided on several other pages, including the Current Students home page (see

the Tuition, Billing & Payment Information section) and the Student Accounts/Bursar's Office home page. The refund policy is also published in the online undergraduate and graduate catalogs (ASU Undergraduate Catalog 2011–2012, p. 22 and ASU Graduate Catalog 2011–2012, p.22). The ASU refund policy aligns with refund policies defined in the Texas Education Code (TEC §54.006).