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**POLICY WITH RESPECT TO SPRING BREAK**

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| <b>POLICY NUMBER:</b>              | 2017-166-POL-AS  |
| <b>TITLE OF THE POLICY:</b>        | Policy with Respect to Spring Break                    |
| <b>DATE OF ADOPTION:</b>           | 5 February 2018  |
| <b>SUPERSEDES:</b>                 | New  |
| <b>DATE OF IMPLEMENTATION:</b>     | Spring 2018  |
| <b>PROJECTED DATE OF REVISION:</b> | Spring 2021  |
| <b>PURPOSE OF THE POLICY:</b>      | Extension of Mid-Semester Break During Spring Semester |
| <b>ACCOUNTABILITY:</b>             | Office of Academic Affairs                             |
| <b>RELATED POLICIES:</b>           | None   |
| <b>APPENDICES:</b>                 | None   |

### 1.0 Definition

Mid-semester break affords both students and faculty an opportunity to immerse themselves in academic pursuits that can promote student success and enhance the reputation of the University.

### 2.0 Purpose

The purpose of this policy is to extend the mid-semester break during the spring semester so that students may conduct research, complete assignments and engage in organized activities. This extension will also benefit faculty by affording them the time to further engage in research projects or other scholarly pursuits.

### 3.0 Policy Statement

- 3.1 The mid-semester break during the spring semester shall be extended by two (2) days.
- 3.2 The mid-semester break shall commence on the Thursday of week seven (7) and conclude on the Tuesday of week eight (8).
- 3.3 Regular classes and mid-semester examinations shall continue on the Wednesday of week eight (8).
- 3.4 Regular classes shall conclude at the end of week fifteen (15).
- 3.5 Final examinations for single section courses may be administered in week fifteen (15) during the regularly scheduled course time.
- 3.6 Final examinations for multi-section courses must be administered in week sixteen (16).
- 3.7 Lecturers shall not hold classes during the mid-semester break period. Exceptions may include professional programmes, field studies and faculty-led experiences.
- 3.8 Lecturers shall not administer any form of examination during the mid-semester break.