

6Hx19-6.44 COLLEGE CATALOG/STUDENT HANDBOOK

This Board Policy establishes the process for the issuance, approval and amendment of the College Catalog/Student Handbook.

The Pasco-Hernando State College Catalog/Student Handbook is the official document which outlines the requirements and regulations that relate to students, subject to changes and additions approved by the District Board of Trustees (DBoT). It is the responsibility of each student to be aware of and understand these requirements and regulations.

The President shall ensure that the College's Catalog/Student Handbook is updated annually and approved by the DBoT. All courses which have not been taught for five (5) years, or less if desired, will be deleted from the College Catalog/Student Handbook, unless the College plans to offer these courses in the future. The College will notify the Florida Department of Education's Office of the Statewide Course Numbering System of all courses that are added or deleted from the College Catalog/Student Handbook. The President shall annually certify to the DBoT that the College has complied with Florida Statutes Section 1007.24, Statewide Course Numbering System.

Students may meet graduation requirements from any of the five previous Catalog years, provided that the students were enrolled in courses at the College during the selected Catalog year. Students returning to a health program may be held to the current Catalog if a student re-enters during subsequent academic years. An academic year ends on the last day of classes in Term III.

It will be the responsibility of the student to fulfill all the graduation requirements stipulated in the chosen Catalog. If the College no longer offers required courses due to program changes, appropriate substitutions will be identified. Students must use a single Catalog and may not combine Catalog years to meet graduation requirements. A student must earn at least 25 percent of the credit hours required for the degree, certificate, or diploma being awarded through instruction offered by the College.

Rule Initially Adopted: 9/13/73

Revision Dates: 10/7/75; 7/1/79; 11/19/79; 5/19/80; 3/16/81; 8/1/82; 12/16/85; 3/17/86; 11/13/90; 2/20/96; 4/8/97; 11/18/08; 9/17/19; 1/20/26

Legal Authority:

General Authority: Florida Statutes: 1001.64; 1001.65; 1006.50; 1007.24

Other References: Florida Administrative Code: 6A-10.0331

Law Implemented: Florida Statutes: 1001.64(1)(2)(4)(43); 1001.65(1)(16)(24); 1006.50; 1007.24