



## ACADEMIC OPERATING POLICY AND PROCEDURE

DATE: January 8, 2016

NEXT REVIEW: January 2018

SUBJECT: AOPP 3.12 -- NON-CREDIT WORK

### PURPOSE:

REVIEW: This AOPP will be reviewed every four years (or whenever circumstances require an earlier review) by the Associate Vice President for Academic Affairs (AVPAA) with recommendations for revision presented to Academic Council and the Vice President for Academic Affairs. Any change to this AOPP as a result of review will be effective the subsequent fall semester.

POLICY/PROCEDURE: Young Harris College neither awards nor accepts credit for Non-Credit Work.

### RESPONSIBILITIES

<u>Position</u>	<u>Section</u>	<u>Year</u>
Associate VP for Academic Affairs	Review	2015

### APPROVED BY:

/s/ Keith DeFoor	2.2.16
Associate VP for Academic Affairs	Date

/s/ Gary Myers	2.2.16
Vice President for Academic Affairs	Date

/s/ Gary Myers	2.2.16
Chair, Academic Council	Date

/s/ Matthew Byron	3.2.16
President, Faculty Senate	Date

### REVIEWED BY:

/s/ Tammy Gibson	3.16.16
Registrar	Date

**APPROVED:**

/s/ Cathy Cox  
President

7.29.16  
Date

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