IMPORTANT DATES TO REMEMBER
Credit Courses
FALL SEMESTER 2017

Classes Begin                            August 28 (also see chart below)
Online Classes Begin                      August 28

COllege Closed                            September 4
Saturday Classes Begin                    September 9

No Classes (Professional Day)             October 10
Mid-Semester                             October 17

Current Student Registration Begins (Spring 2018) October 30
Open Registration Begins (Spring 2018)   November 13

College Closed                           November 22-25
Final Examinations                       December 11-16

Grading Day/Conflict Final Day           December 15
Grades Due 9:00 a.m., Monday             December 18

DECEMBER GRADUATES: Graduation Application deadline is September 15, 2017. Please submit completed application and $40 application fee to the Records and Registration Office or any BC3 campus location. Applications received after September 15, 2017 will be assessed an additional $25 late application fee.

FALL SEMESTER 2017
ADD/DROP/withdrawal & REFUND SCHEDULE
FAMILY EDUCATION RIGHTS AND PRIVACY ACT (FERPA)

Annually Butler County Community College informs students of the Family Educational Rights and Privacy Act of 1974, otherwise known as the Buckley Amendment. This Act, with which the College intends to comply fully, was designated to protect the privacy of education records, to establish the right of students to inspect and review their educational records, and to provide guidelines for the correction of inaccurate or misleading data through informal and formal hearings. Students also have the right to file complaints with the Family Educational Rights and Privacy Act Office (FERPA) concerning alleged failures by the institution to comply with Act.

BC3 policy explains in detail the procedures to be used by the institution for compliance with the provisions of the Act. Copies of the Policy can be found in the Office of Records and Registration. Questions concerning the Family Educational Rights and Privacy Act may be referred to the Office of Records and Registration.

Students should be aware that the College releases Public information requested by interested persons or agencies without written permission of the student unless the currently enrolled student submits a written request to the Office of Records and Registration that this information should not be released. Public information which may be disclosed includes a student’s name, address, major field of study, participation in activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, previous educational institutions attended by the student, photographs, and videos. At BC3, Public information does not include Social Security Number, Student ID number, birth date, phone number, email address, nor salaries.

Currently enrolled students have the right to withhold disclosure of all (not partial) categories of public information. To withhold disclosure, written notification must be received in the Office of Records and Registration prior to mid-semester of each semester/summer session. Students are cautioned that withholding information can have adverse consequences when we are unable to verify attendance or degrees to agencies, insurance companies, or prospective employers. Former students and alumni are not covered under the Family Educational Rights and Privacy Act of 1974. Therefore the College is not obligated to honor requests for non-disclosure of Public information from former students.

Rev. 8.11.16