




AMERICAN SAMOA COMMUNITY COLLEGE
 Divisions of Academic Affairs and Student Services
 Academic Affairs Divisional Office
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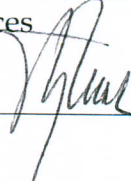
MEMO

July 11, 2017

ASCC ACADEMIC AFFAIRS AND STUDENT SERVICES DIVISION CORRESPONDENCE

TO Dr. Rosevonne Makaiwi Pato, President, 

VIA Dr. Lina Galeai Scanlan, Vice President, 
 Academic Affairs and Student Services

Dr. Mikaele Etuale, Vice President, 
 Administration and Finance

FROM Mrs. Evelyn V. Gibbs Fruean, Acting Dean, 
 Academic Affairs Division

SUBJECT ASCC ADDENDUM TO ASCC CATALOG 2016-2018 132807132017

Your review and approval in writing for the addendum hereby submitted to amend the dates in the ASCC Catalog 2016-2018 is appreciated.

Fall Semester 2017 day of attendance are not in sync with Fall Semester 2016; this will affect contact hours. Fall Semester 2016 reflects 109 days of attendance, which equals 15 weeks of instruction and the sixteenth week for finals.

Fall Semester 2017 shows 117 days of attendance, which equals to 16 weeks of instruction and the seventeenth week as finals. This ^{is} incorrect.

REMOVE

- December 08 Instruction Ends
- December 08 Last Day to Complete Withdrawal from ASCC
- December 08-13 Early Add and Drop for Spring and Summer 2018
- December 11-14 Final Examinations
- December 18 Fall 2017 Graduates' Grades Due
- December 22 Fall 2017 Commencement Exercise
- December 29 All Fall 2017 Semester Grades Due

Dr. Lina Galeai Scanlan
 Vice President, Academic & Student Affairs

Dr. Rosevonne Makaiwi Pato
 ASCC President

Dr. Mikaele Etuale
 Vice President, Administration & Finance

REPLACE

December 01	Instruction Ends
December 01	Last Day to Complete Withdrawal from ASCC
December 08-13	Early Add and Drop for Spring and Summer 2018\
December 04-07	Final Examinations
December 11	Fall 2017 Graduate Grades Due
December 15	Fall 2017 Commencement Exercise
December 22	All Fall 2017 Semester Grades Due

Direct any and all inquiries, comments, and/or recommendations to the Academic Affairs Office at extension 381 or 325 or email: e.fruean@amsaoa.edu.

xc: Dean of Academic Affairs
Dean of Student Services
Registrar
Admissions Officer
Department of Finance
Student Financial Aid Office

Dr. Lina Galeai Scanlan
Vice President, Academic & Student Affairs

Dr. Rosevonne Makaiwi Pato
ASCC President

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