



COASTAL CAROLINA UNIVERSITY

Record Group: 355

OFFICE OF THE PROVOST

17166 SYLLABI

Description

Created by faculty members to inform students of the requirements for specific courses; syllabi are also used for accreditation purposes. Information includes term, course, faculty member name and contact information, class meeting times, course description, course objectives, student learning outcomes, course schedule, attendance policy, required materials, grading scale, academic integrity statement of community standards, assignments, and any related data.

Retention

6 years after end of academic semester, destroy.

SCHEDULE APPROVED 04/05/16