

Final Examination Schedule Spring 2014

The time of an examination may not be changed after it is fixed in the schedule.

Exam Day	Exam time	For Classes that meet during term at:	Common Hour Exams
Monday, April 28	8:00 A.M.	10:00 AM MWF	
	12:00 P.M.	12:00 PM MWF & 12:30PM MW BUSI only	
	4:00 P.M.	4:00 PM MWF	
Tuesday, April 29	8:00 A.M.	8:00 AM TR	PHYS 116, 117
	12:00 P.M.	11:00 AM TR	
	4:00 P.M.	3:30 PM TR	CHEM 530L, BUSI 408
	7:00 P.M.	Classes starting after 5:00 PM on R only	
Thursday, May 1	8:00 A.M.	<i>Foreign Language Common Hour Exam</i> FREN 101, 102, 105, 203, 204 GERM 101, 102, 203, 204 HEBR 102, 204, 306 ITAL 101, 102, 203, 204 LATN 101, 102 PORT 101, 102, 203, 204 RUSS 101 SPAN 100, 101, 102, 105, 203, 204	
	12:00 P.M.	1:00 PM MWF	STOR 113
	4:00 P.M.	5:00 PM MWF	MATH 110, 130, 152, 231
	7:00 P.M.	Classes starting after 5:00 PM on W only	
Friday, May 2	8:00 A.M.	9:30 AM TR	
	12:00 P.M.	12:30 PM TR	
	4:00 P.M.	5:00 PM TR Classes not otherwise provided for in this schedule	BUSI 410
	7:00 P.M.	Classes starting after 5:00 PM on T or TR	
Monday, May 5	8:00 A.M.	9:00 AM MWF & 9:30AM MW BUSI only	
	12:00 P.M.	2:00 PM TR	
	4:00 P.M.	3:00 PM MWF & 3:30PM MW BUSI only	

Tuesday, May 6	8:00 A.M.	8:00 AM MWF	
	12:00 P.M.	11:00 AM MWF	
	4:00 P.M.	2:00 PM MWF	
	7:00 P.M.	Classes starting after 5:00 PM on M or MW	

* This schedule does not apply to courses taught through **Part-Time Classroom Studies**.

** Examinations are scheduled according to the day and start time of the first meeting of the course each week and held in the regular assigned meeting room unless the instructor is otherwise notified.

***Only classes that start at a non-standard time on their first meeting day each week will hold their exam during the examination period for classes not otherwise provided for in the schedule.

Final assessments are required in all undergraduate courses. (See the **Undergraduate Bulletin** for rules on exceptions.)

- No examinations (except for laboratory sections) may be held at a time other than that specified in the general schedule except after first petitioning the dean and with the advance approval of the provost.
- No examination time can be changed after it has been announced.
- No special preparation quizzes may be given during the last five days of classes (last two days of classes for summer school) before the beginning of the final exam period. Assignments which will be considered a part of the final exam should be clearly announced in the course syllabus, and should be due on the date of the examination.
- No examination may begin later than 7:00 p.m.

Final examinations should ordinarily cover two hours but should not exceed three hours.

Instructors teaching classes scheduled for Common Hour Exams shall request the students in these classes to report to them any conflict with any other examination not later than **Friday, March 28, 2013**. In case of a conflict, the regularly scheduled exam will take precedence over the Common Hour Exam.

A student who has three final examinations scheduled by the Office of the University Registrar within a twenty-four hour period or two scheduled at the same time may request his or her dean (or designee) for permission to have one of the scheduled examinations rescheduled. In the event that one of the scheduled examinations is a Common Hour Exam, that examination is the one to be rescheduled. In all cases in which an examination is to be rescheduled, the instructor may reschedule that examination during the final examination period, but not later than the end of the following semester. **Any petition for a change in the examination schedule because of the “three exams in a twenty-four hour” rule must be made to your dean’s office before the first day of the final examinations.** Students are required to take final examinations as scheduled. The only exceptions are for illness as documented by being on infirmity list at Campus Health Services or for other medically-documented or family or personal emergency situations. A student must meet with an academic dean to request permission for an examination excuse and documentation will be required.