Examination Week

It is the professional obligation of all faculty members to ensure that all examinations be held at the time proposed in the Registration and Academic Guide. The period assigned for the final examination of a class must be used either for an examination or for the continuation of the instructional program of that class. Any exception to this schedule must receive prior approval from the department chairperson and the college dean.

In the event that three or more final examinations are scheduled on the same day during the examination week a student may elect to take only the first and last of those regularly scheduled on that day. Such election by the student to the affected instructor must be made no later than two weeks prior to the exam date. It will be the responsibility of the student to present authentication to the instructor of the course affected. The rescheduled exam will then be taken on another day during the examination week as arranged by the course instructor and the student.

On the examination schedule, the M combinations are classes which meet primarily on the MWF schedule, and T combinations are classes which meet on the TR schedule. Examples of Monday combinations are M, MT, MW, MR, MF, WF, MTW, MWR, MWF, MRF, TWF, WRF, MTWF and MWRF. Examples of Tuesday combinations are T, TW, WR, TR, MTR, TWR, TRF, MTWR, MTRF, TWRF and MTWRF.