Final Examination Schedule

Fall 2011-12

Regular classrooms will be used for the exam unless the instructors make special arrangements through the Registrar's Office. In order to avoid conflicts, rooms must be reserved in the Registrar's Office for "common final" exams. Instructors will announce to their classes rooms to be used for all sectioned classes having common final exams. No quizzes or exams shall be given in lecture-recitation periods during the week before the final examination week. Exams in lab periods and in physical education activity classes, final in-class essays in English composition classes, and final oral presentations in speech classes are permitted that week. Announcements of time and room should be made by the instructor for all exams. Instructors must meet their classes during the exam period for which they are scheduled in the final exam week, either for an exam or a final class session. **Instructors may deviate from the approved schedule only upon recommendation of the college dean and prior approval of the Provost.**

EXAMINATION DAY AND HOUR FOR CLASSES MEETING:

Examination	Monday December 12	Tuesday December 13	Wednesday December 14	Thursday December 15	Friday December 16
7:30 a.m. to 9:30 a.m.	7:30 a.m. MTWRF MTRF MWF MW MF	7:30 a.m. TR T R	9:30 a.m. TR T R	8:30 A.M. TR T R	8:30 a.m. MTWRF MTRF MWF MW MF
10:00 a.m. to 12:00 noon	11:30 a.m. MTWRF MTRF MWF MW MF	11:30 a.m. TR T R	9:30 a.m. MTWRF MTRF MWF MW MF	10:30 a.m. MTWRF MTRF MWF MW MF	10:30 a.m. TR T R
12:30 p.m. to 2:30 p.m.	2:30 p.m. TR T R	12:30 p.m. TR T R	1:30 p.m. MTWRF MTRF MWF MW MF	1:30 p.m. TR T R	12:30 p.m. MTWRF MTRF MWF MW MF
3:00 p.m. to 5:00 p.m.	4:30 p.m. MTWRF MTRF MWF MW MF	3:30 p.m. TR T R	4:30 p.m. TR T R	2:30 p.m. MTWRF MTRF MWF MW MF	3:30 p.m. Conflicts MTWRF MTRF MWF MW MF
7:00 p.m. to 9:00 p.m.	COMMON	COMMON	COMMON	COMMON	

Students with more than two finals in one day are permitted, at their option, to have the excess final(s) rescheduled to the conflict period or at a time arranged with the instructor of the course. Evening classes, those starting at 5:00 p.m. or later, will have the final examinations during the final exam week at the regular class time. Online classes, which have in person finals, will have the final examination the Saturday following the final exam week. For courses starting on the hour, final examinations should be scheduled using the earlier half-hour start time.