



Office of the Registrar

## FINAL EXAM SCHEDULE

FALL 2019

### **Monday, December 9 – Reading Day/Make-Up Day**

No regularly scheduled classes or assignments due, unless needed due to emergency class cancellations.

### **Tuesday, December 10**

**TR** 9:30 AM classes: 9:30-11:30 AM

**TR** 12:30 PM classes: 12:30-1:30 PM

**MW** 2:30 PM classes: 2:30-4:30 PM

Faculty Meeting/Exit Exams: 3:30-5:30 PM

### **Wednesday, December 11**

**MWF** 8:00 AM classes: 8:00-10:00 AM

**MWF** 10:00 AM classes: 10:00-12:00 AM

**MW/MWF** 1:00 PM classes: 1:00-3:00 PM

All classes beginning after 4:00 PM: 4:00-6:00 PM

### **Thursday, December 12**

**TR** 8:00 AM classes: 8:00-10:00 AM

**MWTR/TR** 11:00 AM classes: 11:00 AM-1:00 PM

**TR** 2:00 PM classes: 2:00-4:00 PM

### **Friday, December 13**

**MWF** 9:00 AM classes: 9:00-11:00 AM

**MWF** 11:00 AM classes: 11:00 AM-1:00 PM

All unproctored online exams, must be open for three (3) days during Finals Week.

For proctored online exams, the instructor must designate the 3-day time period during Finals Week.

If any student happens to have three exams on one day, the student may request that one exam be administered at an alternative time. The request should be submitted in writing to the instructor of the course in which the exception is requested. The written request should include a list of the other exams and instructors scheduled for that day. The student and instructor should work out a time that is suitable for both. The faculty member will provide the student's request letter and agreed upon make-up time to the Office of Academic Affairs.

**All exams will be held as scheduled. Students must make their travel plans accordingly.**