

# FINAL EXAM SCHEDULE- Spring 2018

It is College Policy that all final exams are to be given only at the officially scheduled time. In addition, no take-home final exams or papers assigned in lieu of a final exam will be due prior to the scheduled time of the exam.

All classes not included in the regularly scheduled periods will have the final exam at time agreeable to the class. Evening classes will hold the final exam on the normal day and time during the Final exam week.

**\*\*\*PLEASE REFER TO THE ACADEMIC CALENDAR FOR CORRESPONDING FINAL EXAM DATES\*\*\***

IF YOUR CLASS MEETS:

ON THE FOLLOWING DAYS:	AT THE FOLLOWING TIME:	YOUR FINAL EXAM WILL BE:
M W F M T W R F	11:00-11:50 11:00-11:50	DAY 1: 8:00 AM to 10:00 AM
M W F M T W R F	2:30-3:20 2:30-4:20	DAY 1: 10:30 AM to 12:30 PM
M W F M T W R F M or W	1:30-2:20 1:30-2:20 1:30-4:20	DAY 1: 1:00 PM to 3:00 PM
<b>PERIOD Z</b>	<b>Rescheduled Time</b>	<b>DAY 1: 3:30 PM to 5:30 PM</b>
T R T R	8:00-8:50 8:00-9:20	DAY 2: 8:00 AM to 10:00 AM
T R	11:00-12:20	DAY 2: 1030: AM to 12:30 PM
M W F M T W R F	10:00-10:50 10:00-10:50	DAY 2: 1:00 PM to -3:00 PM
T R T R T R	1:30-2:20 1:30-2:50 1:30-4:20	DAY 2: 3:30 PM to 5:30 PM
<b>PERIOD W</b>	<b>Rescheduled Time</b>	<b>DAY 2: 3:30 PM to 5:30 PM</b>
M T W R F M W F M W M W	8:00-8:50 8:00-8:50 8:00-9:20 8:00-9:50	DAY 3: 8:00 AM to 10:00 AM
M T W R F M W F M W F	12:00-12:50 12:00-12:50 12:00-1:20 12:00-1:20	DAY 3: 10:30 AM to 12:30 PM
T R T R T R	3:00-3:50 3:00-4:20 3:30-4:20	DAY 3: 1:00 PM to 3:00 PM
<b>PERIOD X</b>	<b>Rescheduled Time</b>	<b>DAY 3: 3:30 PM to 5:30 PM</b>
T R T R T R T R	9:00-10:50 9:30-10:20 9:30-10:50 10:00-10:50	DAY 4: 8:00 AM to 10:00 AM
M W F M W	9:00-9:50 8:30-9:50	DAY 4: 10:30 AM to 12:30 PM
M W M W F M T W R F	3:00-4:20 3:30-4:20 3:30-4:20	DAY 4: 1:00 PM to 3:00 PM
<b>PERIOD Y</b>	<b>Rescheduled Time</b>	<b>DAY 4: 3:30 PM to 5:30 PM</b>

**PERIODS "W", "X", "Y", AND "Z" ARE RESERVED FOR FACULTY WHO WISH TO RESCHEDULE AN EXAM FOR AN INDIVIDUAL STUDENT WITH A TIME CONFLICT OR FOR CLASSES THAT DID NOT MEET A REGULARLY SCHEDULED EXAM.**

## RECOMMENDATIONS REGARDING MORE THAN TWO FINALS ON THE SAME DAY

The Faculty recognizes that taking more than two finals on the same day may place students at a disadvantage. When a student's schedule results in having more than two finals scheduled on the same day, the Faculty supports a negotiated solution. Students are responsible for reviewing their final examination schedules and notifying the professors concerned as early in the semester as possible, no later than the last day to withdraw from the course.

### Guidelines:

Faculty members involved are urged (1) to individually consider rescheduling that student's final examination and (2) to contact one another, as necessary, to consider which of the student's exams can most viably be rescheduled. In considering the viability of rescheduling, faculty will take into account one another's needs and exigencies while keeping in mind the student's best interests. Issues worthy of consideration in deciding which examination can best be rescheduled include: whether one or more examinations in question requires a special classroom, equipment, or material that would be difficult to arrange at another time; whether the format or content of certain examinations would make designing an alternative difficult; whether the security of the examination would be jeopardized by giving it on an earlier or later date.