

<b>Monday, December 3</b>		
<b>If your class starts:</b>		<b>Your exam is:</b>
9:30am	T and R	8:00am – 10:30am
12:30pm	T and R	10:45am – 1:15pm
2:30pm	Daily, MTWF, MWRF, MWF, MTWR	1:30pm – 4:00pm
5:00pm	Monday classes	4:15pm – 6:45pm
6pm – 10pm	Monday classes	7:00pm – 9:30pm
<b>Tuesday, December 4</b>		
<b>If your class starts:</b>		<b>Your exam is:</b>
10:10am	Daily, MTWF, MWRF, MWF, MTWR	8:00am – 10:30am
3:35pm	Daily, MTWF, MWRF, MWF, MTWR	10:45am – 1:15pm
3:30pm	T and R	1:30pm – 4:00pm
5:00pm	Tuesday classes	4:15pm – 6:45pm
6pm – 10pm	Tuesday classes	7:00pm – 9:30pm
<b>Wednesday, December 5</b>		
<b>If your class starts:</b>		<b>Your exam is:</b>
11:15am	Daily, MTWF, MWRF, MWF, MTWR	8:00am – 10:30am
2:00pm	T and R	10:45am – 1:15pm
4:40pm	Daily, MTWF, MWRF, MWF, MTWR	1:30pm – 4:00pm
5:00pm	Wednesday classes	4:15pm – 6:45pm
6pm – 10pm	Wednesday classes	7:00pm – 9:30pm
<b>Thursday, December 6</b>		
<b>If your class starts:</b>		<b>Your exam is:</b>
8:00am	Daily, MTWF, MWRF, MWF, MTWR	8:00am – 10:30am
11:00am	T and R	10:45am – 1:15pm
12:20pm	Daily, MTWF, MWRF, MWF, MTWR	1:30pm – 4:00pm
5:00pm	Thursday classes	4:15pm – 6:45pm
6pm – 10pm	Thursday classes	7:00pm – 9:30pm
<b>Friday, December 7</b>		
<b>If your class starts:</b>		<b>Your exam is:</b>
8:00am	T and R	8:00am – 10:30am
9:05am	Daily, MTWF, MWRF, MWF, MTWR	10:45am – 1:15pm
1:25pm	Daily, MTWF, MWRF, MWF, MTWR	1:30pm – 4:00pm
5:00pm	Friday classes	4:15pm – 6:45pm
6pm – 10pm	Friday classes	7:00pm – 9:30pm
*R = Thursday		

If a particular class is not precisely described by one of the listed time periods, the final exam period will be determined by the first class meeting time for the week. It is strongly recommended that all instructors indicate the final exam time for their courses in the syllabus.

1. An instructor who considers examination unnecessary, contingent upon approval of the school director/department chair, may eliminate the final examination in a course.

2. If no final examination is given, instruction shall be continued through the last week of the semester. In such cases, classes will meet at the times shown on the final examination schedule.

3. The presence of each student registered for credit in a course is mandatory at the final examination, unless the student has made prior arrangements to be excused by the instructor.

4. In extreme instances, the instructor may reschedule a final examination, provided the change is coordinated with the appropriate dean's office and approved by the school director/department chair.

5. If a student has three or more final examinations scheduled for one day, the student may negotiate a time change with the instructor involved. The negotiation should take place no less than one week prior to the scheduled examinations. If the parties involved cannot find a mutually agreeable time, the appropriate dean's office will indicate courses in which a change must be made.

6. Laboratory sessions will not meet during the final examination period. Laboratory examinations should be given prior to the final examination week.

7. All examinations are to be two hours and thirty minutes in length.

8. Examinations are to be conducted in the same classroom used through the semester unless previous arrangements are made with the appropriate dean's office and the Academic Scheduling Office in the University Center. Faculty should alert students to changes in final examination times or locations prior to the testing date.