

Office of the Registrar  
November 13, 2013

**FALL 2013 FINAL EXAMINATION SCHEDULE INFORMATION**

The examination schedule attempts to avoid examination conflicts by providing separate examination periods for Tuesday-Thursday lecture classes. Other information about final examinations is listed below:

1. The class final exam period is scheduled based on the meeting time and days configuration listed on the first line of the class entry of the on-line Schedule of Classes (which should be the same as the first printed line for the section on the registered student's schedule print-out). For example, a class section is listed in the Schedule on two lines in the manner:

08:00 - 08:50 T R  
09:00 - 10:50 W

The listed starting time for the first line of the entry is "08:00". The meeting days of that first line are "T R", and therefore are in the category "Begins with a T or R ". The Exam Date and Period is by the attached Fall 2013 Final Examination Schedule to be Tuesday, December 10 at 07:50-09:50a.m.

2. Classes should plan to hold their final examination in their regularly scheduled classrooms. The space scheduling section of the Office of the Registrar will forward to departments information relative to the location for examinations for those classes that cannot hold their examinations in their regularly scheduled rooms because of a space conflict. This will be done sufficiently in advance of the final examination days to provide adequate notice for all.

**Classes that meet less than the entire semester should hold their exams during the last regularly scheduled class session prior to the formal final examination week.**

**It is a policy of the University that no final examination be given prior to the scheduled final examination period, and that students be given their examinations at the designated times. Any deviation from this policy must be approved by the Dean of the College.**

3. Students who find they have more than three examinations on one day may petition, and students who have two examinations scheduled at one time should petition their Academic Dean for approval to take an examination during the make-up examination period on the last day. Provision for such a make-up examination period does not mean that students may decide to miss the scheduled examination time and expect to make it up during this make-up period. This period is to be used only for students whose petitions have been approved by their dean.
4. Students who must miss a final examination may not take an examination before the time scheduled for the class examination. Information relative to the proper grade to be given students who miss a final examination and are not involved in a situation covered in the preceding paragraph will be found in the memorandum forwarded to members of the instructional staff at the time they receive the final grade listing for the recording of grades.

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- | 5. Classes with a special exam time.                                      | Exam Date   | Exam Period         |
|---|-------------|---------------------|
| Curriculum & Instruction 120 and 220 -----                                | Tue, Dec 10 | 10:10a.m.-12:10P.M. |
| English 100, 101, 102, and 120H -----                                     | Mon, Dec 9  | 10:10a.m.-12:10P.M. |
| Finance 330 -----   | Mon, Dec 9  | 5:50-7:50p.m.       |
| Kinesiology 101 -----   | Wed, Dec 11 | 5:50-7:50p.m.       |
| Math 101, 107, 108, 109, 111, 120, 125,<br>139, 140, 150, 250, 321, ----- | Tue, Dec 10 | 10:10a.m.-12:10P.M. |
| Psychology 102 -----  | Wed, Dec 11 | 10:10a.m.-12:10P.M. |
6. One credit hour courses and classes that meet for less than the full semester should hold their examinations during the last regularly scheduled class session prior to the formal final examination week.

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7. Other classes (not those for 1 credit) should hold their final exams as follows:

**First Line of Schedule Listing Shows:**

Meeting Time Starts At:	Scheduled Meeting Days:	Date of Exam	Exam Period
08:00	Begin with a T or R -----	Tue, Dec 10	7:50-9:50a.m.
08:00	Begin with a M or W or F -----	Mon, Dec 9	7:50-9:50a.m.
09:00	Begin with a T or R -----	Tue, Dec 10	5:50-7:50p.m.
09:35	Begin with a T or R -----	Thu, Dec 12	10:10a.m.-12:10p.m.
09:00	Begin with a M or W or F -----	Wed, Dec 11	7:50-9:50a.m.
10:00	Begin with a T or R -----	Thu, Dec 12	10:10a.m.-12:10p.m.
10:00	Begin with a M or W or F -----	Thu, Dec 12	12:50-2:50p.m.
11:00	Begin with a T or R -----	Mon, Dec 9	12:50-2:50p.m.
11:00	Begin with a M or W or F -----	Tue, Dec 10	12:50-2:50p.m.
12:00	Begin with a T or R -----	Wed, Dec 11	12:50-2:50p.m.
12:35	Begin with a T or R -----	Wed, Dec 11	12:50-2:50p.m.
12:00	Begin with a M or W or F -----	Fri, Dec 13	10:10a.m.-12:10p.m.
1:00	Begin with a T or R -----	Fri, Dec 13	5:50-7:50p.m.
1:00	Begin with a M or W or F -----	Thu, Dec 12	3:10-5:10p.m.
2:00	Begin with a T or R -----	Fri, Dec 13	3:10-5:10p.m.
2:00	Begin with a M or W or F -----	Fri, Dec 13	12:50-2:50p.m.
3:00	Begin with a T or R -----	Mon, Dec 9	8:00-10:00P.M.
3:35	Begin with a T or R -----	Mon, Dec 9	8:00-10:00P.M.
3:00	Begin with a M or W or F -----	Wed, Dec 11	3:10-5:10p.m.
4:00	Begin with a T or R -----	Thu, Dec 12	8:00-10:00P.M.
4:00	Begin with a M or W or F -----	Mon, Dec 9	3:10-5:10p.m.
Classes starting at 5 p.m. or later and meet only on Monday-----		Mon, Dec 9	5:50-7:50p.m.
Classes starting at 5 p.m. or later and meet only on Tuesday -----		Tue, Dec 10	8:00-10:00P.M.
Classes starting at 5 p.m. or later and meet only on Wednesday-----		Wed, Dec 11	8:00-10:00P.M.
Classes starting at 5 p.m. or later and meet only on Thursday -----		Thu, Dec 12	5:50-7:50p.m.
Night classes starting at 5 p.m. or later, but before 7 p.m. and first meeting day is a Monday or Wednesday-----		Mon, Dec 9	5:50-7:50p.m.
Night classes starting at 5 p.m. or later, but before 7 p.m. and first meeting day is a Tuesday or Thursday -----		Thu, Dec 12	5:50-7:50p.m.
Night classes starting 7 p.m. or later and first meeting day is a Monday or Wednesday-----		Wed, Dec 11	8:00-10:00P.M.
Night classes starting 7 p.m. or later and first meeting day is a Tuesday or Thursday -----		Tue, Dec 10	8:00-10:00P.M.
Saturday and Sunday-----		Fri, Dec 13	5:50-7:50p.m.
Make-up examinations for students whose petitions have been approved by their Dean -----		Fri, Dec 13	8:00-10:00P.M.