

FINAL EXAMINATION SCHEDULE FOR 2016 FALL SEMESTER
December 6 - 10, 2016 for all Schools/Divisions of the University, excluding School of Pharmacy

	MORNING 8:00 - 10:30	MID-DAY 11:00 - 13:30	AFTERNOON 14:00 - 16:30	EVENING 17:00 - 19:30	EVENING 20:00 - 22:30	
Tuesday 12/6/2016	Classes which meet Tues. or Thurs. starting at 9:00 or 9:30	Classes which meet Tues. or Thurs. starting at 11:00	Classes which meet Tues. or Thurs. starting at 14:00	Classes which meet Tues. or Thurs. starting between 16:00 and 17:45	Classes which meet Tuesdays starting at 18:00 or later	
Wednesday 12/7/2016	Classes which meet Mon., Wed., or Fri. starting at 9:00	Classes which meet Mon., Wed., or Fri. starting at 11:00	Classes which meet Mon., Wed., or Fri. starting at 12:00	Classes which meet Mon., Wed., or Fri. starting at 14:00	Classes which meet Wednesdays at 18:00 or later	
Thursday 12/8/2016	Classes which meet Tues. or Thurs. starting at 8:00	Classes which meet Tues. or Thurs. starting at 10:00	Classes which meet Tues. or Thurs. starting at 12:30 or 13:00	Classes which meet Tues. or Thurs. starting at 15:00 or 15:30	Classes which meet Thursdays starting at 18:00 or later	
Friday 12/9/2016	Classes which meet Mon., Wed., or Fri. starting at 8:00	Classes which meet Mon., Wed., or Fri. starting at 10:00	Classes which meet Mon., Wed., or Fri. starting at 13:00	Classes which meet Mon., Wed., or Fri. starting at 15:00	Classes which meet Mon., Wed., or Fri. between 16:00 and 17:45 or Fridays 18:00 or later	
Saturday 12/10/2016	Classes which meet Saturday starting before noon	Classes which meet Tues. or Thurs. starting at 12:00	Classes which meet Saturday starting after noon	Classes which meet Mondays at 18:00 or later		

Final examinations shall be scheduled by the registrar and may not be altered in time or place without permission of the vice president for academic affairs. Any requests for exceptions must go first to the dean or director who will make a recommendation to the vice president for academic affairs. The final examination period is part of the instructional time of the semester. If no final examination is administered, the time will be used for other educational activities for the members of the class.

Examinations will meet in the classroom regularly assigned for the course.

In determining the date of the final examination, "classes which meet" refers to the first class meeting of the normal instructional week (Mon-Fri).

To determine the final examination time for a course that meets at a time other than the usual MWF or TH meeting pattern (e.g. MWF 8:30 a.m.-9:20 a.m. or TH 10:20 a.m. -11:35 a.m.), start time will be considered as meeting at the beginning of that hour (e.g. 8:00 a.m. or 10:00 a.m.).

No final examination shall be given before Tuesday, December 15, 2015.

Final examinations may be given at times other than the regularly scheduled time only in the following instance: Conservatory Juries.

Grades are due within three business days after the exam, and in no case later than Wednesday, December 14 at 5:00pm.

Students: Any student with more than three final examinations scheduled on any one date shall be entitled to have the examination for the class with the highest catalog number rescheduled. In case this highest number is shared by more than one course, the one whose departmental prefix is first alphabetically will be rescheduled. Any request to reschedule a final exam must be made in writing to the appropriate instructor at least one week prior to the scheduled examination.

Faculty: In the case of conflicts or undue hardship for an individual instructor, a final examination may be rescheduled upon the recommendation of the dean/director of the school/division and the university registrar. If an examination schedule conflict is created by faculty rescheduling of an examination, the student shall be entitled to take the rescheduled examination at another time during the examination period by mutual agreement with the instructor.

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