

## FINAL EXAM SCHEDULE FALL 2023

The final exam schedule is based on regularly scheduled class meeting times. All course syllabi must include the scheduled date and time for final exams.

- Hybrid courses' final exam times will correlate to the class's on-campus meetings.
- Flexible (Synchronous) courses' final exam times will correlate to schedule class times.
- Online (Synchronous or Hybrid) courses' final exam times will correlate to schedule class times.
- Online (Asynchronous) classes consult the course syllabus or instructor.
- Classes schedule at any time other than shown below - consult the course syllabus or instructor.

### Petitioning to Reschedule a Final Exam

- Students may petition to their major College Dean to reschedule exams if the following circumstances occur:
  - A student has 3 or more exams scheduled on the same day.
  - A student has 2 exams scheduled at the same time.
- Students wishing to reschedule one or more final exams due to one of the reasons above must submit to their major College Dean documentation of their schedule.
- The petition must be approved no later than the last regular day of classes. The rescheduled exam must be administered during one of the provisional exam times as listed in the schedule below.
- Exams for on campus courses have higher priority than online exams regardless of level.
- For all instances not covered above, the student's major College Dean will consult with professors/instructors and decide which final should be rescheduled.

### Final Grade Submission deadlines:

Grades for graduation candidates must be submitted via Banner Self Service no later than **3:00 p.m., Wednesday, December 8<sup>th</sup>**. Graduation candidates must be allowed to reschedule their final exams prior to this deadline.

Grades for all other students must be submitted via Banner Self Service no later than **10:00 a.m., Monday, December 11<sup>th</sup>**.

EXAM TIME	MONDAY Dec. 4	TUESDAY Dec. 5	WED. Dec. 6	THURS. Dec. 7	FRIDAY Dec. 8
8:00 a.m. -10:00 a.m.	ENG 101, 102 Classes	HIST 101,102 Classes	MWF 9:00 Classes	TR 9:30 Classes	PROVISIONAL EXAMS
10:30 a.m. - 12:30 p.m.	MWF 8:00 Classes	TR 8:00 Classes	MWF 10:00 Classes	TR 11:00 Classes	PROVISIONAL EXAMS
1:30 p.m. - 3:30 p.m.	MWF 11:00 Classes	TR 12:30 Classes	MW 2:00 Classes	TR 2:00 Classes	PROVISIONAL EXAMS
4:00 p.m. - 6:00 p.m.	M 3:30 Classes	TR 3:30 Classes	MWF 12:00 Classes	MWF 1:00 Classes	PROVISIONAL EXAMS
6:30 p.m. - 8:30 p.m.	M 4:00 or later Classes	T 4:00 or later Classes	W 4:00 or later Classes	R 4:00 or later Classes	