

LAST WEEK OF CLASSES AND FINAL EXAMS

PURPOSE: To identify academic activities during the week prior to final exams

POLICY:

- A.** During the last week preceding the first day of the officially scheduled final examination period of the fall or spring semester, no examinations will be given and classroom instruction contact hours will continue, except in those lab or performance classes where it is necessary. No take home test or exam may be made due during this period although a take home final test or examination may be distributed.

- B.** Homework, papers, problem sets, and projects may be due during the last seven calendar days preceding the first day of the officially scheduled final examination period of the fall or spring semester.

- C.** Take home final exams for a class may not be made due before the beginning of the officially scheduled final examination period for the class. In-class final exams will be given during the officially scheduled final examination periods. Exceptions will be allowed only on an individual basis, to be arranged at a time agreeable to the faculty member.