

Final Exam

A two-hour final examination will normally be required in courses offered for credit. If it is not appropriate to the subject or conduct of a course to have a final examination, the scheduled examination period will be used for a class meeting. This latter alternative is subject to the approval of the Department or Academic Dean. Course policy toward the use of the final examination period will be published in the course syllabus.

No final examination may be given at any time or place other than those published in the examination schedule, except when directed or approved by the Vice President of Academic and Student Affairs.

Missing a final examination may result in a 0 for the examination, unless the student proves, within 24 hours of the examination, to his/her instructor that the absence was due to an emergency or religious beliefs. Decision as to the adequacy of the excuse rests with the instructor.

Extreme care must be exercised in proctoring examinations. Faculty members will be expected to help in proctoring other than their own final examinations. (Approved April 17, 1979)

See also: [Student Grievance Procedure](#)