

End of Term Policy

Last modified 4/14/03

DEAD/FINALS WEEK (old)

1. In the week preceding final examinations during Fall, Winter, and Spring terms:

A. No examination worth 20 percent or more of the final grade will be given, with the exception of make-up examination.

B. No final examinations will be given under any guise.

C. No papers or projects will be due, unless they have been clearly specified on the syllabus, within the first two weeks of the term.

2. Take-home final examinations will be due no earlier than the day of the formally assigned final examination for the class in question.

3. The time set aside for final examinations, if not used for a final examination, will be used for course purposes.

4. No institutionally-sponsored athletic activity will be scheduled during Dead Week, or during finals week.

5. Exceptions granted by the Provost.

TENTH WEEK AND FINALS WEEK POLICY (new)

Exceptions to this policy may be requested from School Deans, who will forward recommendations to the Provost for review.

TENTH WEEK (Monday through Sunday of the week preceding final examinations for Fall, Winter and Spring Terms)

A. No examination worth 20 percent or more of the final grade will be given, with the exception of make-up examinations.

B. No final examinations will be given under any guise with the exception of exercises that require more than a two-hour block of time.

C. No papers or projects will be due, unless they have been clearly specified on the syllabus, within the first week of the term.

D. No institutionally-sponsored events will be scheduled, unless they have been clearly specified or scheduled on a course syllabus or events calendar within the first week of the term.

FINALS WEEK (Monday through Friday, the last week of Fall, Winter and Spring Terms)

A. Take-home final examinations and projects will be due no earlier than the day of the formally assigned final examination for the class in question.

B. Proctored final exams will be given no earlier than the day of the formally assigned final examination for the class in question.

C. No institutionally-sponsored athletic or non-academic events will be scheduled beginning Monday of finals week through the last day of finals.

D. The time set aside for a final examination will be used for course pu