

## FINAL EXAMINATION SCHEDULE Fall 2023

It is expected that final examinations will be given in all classes at the times indicated below. For classes starting other than on the hour, not designated below, finals will meet beginning on the preceding hour.

Classes scheduled for:

Examinations will be held:

<b>Monday, December 11</b>	
8:00 MWF .....	8:00-9:50
8:00 MTWTF .....	8:00-10:50
11:00 MWF .....	11:00-12:50
11:00 MTWTF .....	11:00-1:50
2:00 MWF .....	2:00-3:50
2:00 MTWTF .....	2:00-4:50

<b>Tuesday, December 12</b>	
8:00 TT .....	8:00-9:50
11:00 TT .....	11:00-12:50
2:00 TT .....	2:00-3:50
MATH 110 College Algebra with Review and MATH 113 College Algebra (all sections).....	4:00-5:50

<b>Wednesday, December 13</b>	
9:00 MWF .....	9:00-10:50
9:00 MTWTF .....	9:00-11:50
12:00 MWF .....	12:00-1:50
12:00 MTWTF .....	12:00-2:50
3:00 MWF .....	3:00-4:50
3:00 MTWTF .....	3:00-5:50

<b>Thursday, December 14</b>	
9:30 or 10:00 TT .....	9:30-11:20
12:30 or 1:00 TT .....	12:30-2:20
3:00 or 3:30 TT .....	3:30-5:20

<b>Friday, December 15</b>	
10:00 MWF .....	10:00-11:50
10:00 MTWTF .....	10:00-12:50
1:00 MWF .....	1:00-2:50
1:00 MTWTF .....	1:00-3:50

### Evening and Saturday Classes

Monday night classes .....	Monday, December 11
Tuesday night classes .....	Tuesday, December 12
Wednesday night classes .....	Wednesday, December 13
Thursday night classes .....	Thursday, December 14
Friday night classes .....	Friday, December 15
Saturday classes .....	Saturday, December 16

- **Lab finals** in lecture/lab classes may be given during the last scheduled lab period of the semester.
- Instructors of **online classes** and classes without meeting times will establish the final deadline within the first three weeks of the semester. The deadline is to be no later than noon on Friday of Final Exam week.
- Final exams for **hybrid classes** may be given online or in-person at the discretion of the faculty member teaching the class. However, if an in-person final exam is scheduled, the instructor must contact the Registrar's Office to confirm an appropriate room assignment. Failure to contact the Registrar's Office could result in a room conflict on the day of the final.

### FINAL EXAM OVERLOAD POLICY

Students who have three or more final exams officially scheduled for a single day are entitled to arrange with the faculty member instructing the highest numbered course (the 3 digit number following the department code) a different day for the exam. If two courses have the same number, the course with the lower enrollment would be rescheduled. The student requesting accommodation should submit this request on the form provided on the Registrar's web page (<http://www.pittstate.edu/registrar/forms.html>), along with a copy of his or her class schedule, at least **two weeks** prior to the beginning of final exam week. The faculty member has **until the Monday of pre-finals week** to arrange a mutually convenient time for administration of the final exam. If the matter cannot be resolved between student and faculty member, the student may take the request to the Office of the Provost, 220 Russ Hall, no later than the Wednesday of pre-finals week.

The following policy applies to the days of December 4-9, 2023 (week prior to finals week).

"No tests or major assignment(s), worth 10% or more of the final grade, shall be presented, assigned, given, or be made due during the week prior to final examination week, unless expressly identified in the course syllabus presented at the start of the semester." (Adopted by the Faculty Senate April 19, 1999, reviewed and ratified by Faculty Senate October 24, 2011 and March 24, 2014).