

Timetable

Mid-term and Final Exam Information

Mid-term Evening Exam Policy

Two evening examination periods have been established for daytime classes that require evening mid-term examinations. The first 90 minute period is from 5:30-7:00 p.m. to accommodate examinations of 90 minutes. Examinations can begin any time before or during this period as long as they end no later than 7:00 p.m. The second period begins at 7:15 p.m. and will accommodate longer exams. Exceptions to this general policy may be authorized by the academic Vice Chancellor.

Instructors of daytime courses who plan to give evening mid-term examinations must make a request to footnote that information in the *Timetable* so students will be aware of potential conflicts with evening courses or other commitments. Whenever possible the times and/or dates of evening examinations should also be footnoted.

Instructors who schedule evening examinations should make every possible effort to accommodate students with unavoidable conflicts. It is the instructor's responsibility to assure that all students with conflicts between daytime courses with evening exams and evening courses are treated fairly and without penalty. If a scheduling conflict exists between the evening exam of a daytime course and a regularly scheduled evening course, then the evening course takes precedence over the exam.

Fall Term Final Exam Policies and Schedule

The semester's final exam schedule includes one two-hour summary instructional period for each course of two or more credits. This period is used for an exam or other instructional activities as deemed appropriate by the instructor and the instructional unit offering the course.

Take-home final exams are due at the scheduled period. Final exams or other summary period activities cannot be scheduled during the last two weeks of classes.

All faculty must adhere to this schedule. The time of the summary period may be changed only with prior approval of the dean. Grad courses (course number 700 or higher) and undergrad seminar courses, independent study and directed study courses are exempt from these regulations. Students enrolled in these courses should contact their instructors regarding final evaluation requirements.

Students should attempt to avoid having more than two final exams within 24 hours. If a student has more than two final exams within 24 hours the instructor may, within guidelines adopted by the college faculty, schedule a make-up final exam to avoid hardships. Rescheduled final exams shall be of the same general nature and quality as the original exam.

Exam codes listed in the PDF Timetable may consist of a number only, or a number and a letter. The letters are for administrative purposes only and are not used for determining exam time and date. If the code is a number and a letter, students and faculty should ignore the letter and use only the number to determine their exam time and date.

FINAL EXAM LOCATIONS ON THE WEB

Locations for final exams given in General Assignment Classrooms will be available on the Registrar's web site in early December 2007. If your course is not listed, contact the instructor or department giving the exam to determine the location.

Fall FINAL EXAM SCHEDULE (December 16-22, 2007)

EXAM CODE	TIME	DATE
01	5:05 PM	Saturday, December 22
02	12:25 PM	Monday, December 17
03	2:45 PM	Monday, December 17
04	2:45 PM	Tuesday, December 18
05	5:05 PM	Tuesday, December 18
06	2:45 PM	Friday, December 21
07	5:05 PM	Friday, December 21
08	10:05 AM	Saturday, December 22
10	7:25 PM	Monday, December 17
11	10:05 AM	Wednesday, December 19
12	12:25 PM	Wednesday, December 19
13	2:45 PM	Thursday, December 20
14	10:05 AM	Sunday, December 16
20	12:25 PM	Friday, December 21
21** (see note below)	2:45 PM	Saturday, December 22
	5:05 PM	Wednesday, December 19
	or	
22	5:05 PM	Wednesday, December 19
23	10:05 AM	Thursday, December 20
24	12:25 PM	Thursday, December 20
25	7:45 AM	Friday, December 21
26	10:05 AM	Tuesday, December 18
27	12:25 PM	Tuesday, December 18

28	7:25 PM	Friday, December 21
29	7:45 AM	Monday, December 17
30	5:05 PM	Thursday, December 20
40	7:25 PM	Wednesday, December 19
41	12:25 PM	Saturday, December 22
60	7:45 AM	Wednesday, December 19
61	7:25 PM	Tuesday, December 18
62	10:05 AM	Monday, December 17
63	7:45 AM	Saturday, December 22
64	2:45 PM	Wednesday, December 19
65	10:05 AM	Friday, December 21
66	7:25 PM	Sunday, December 16
67	7:45 AM	Sunday, December 16
68	5:05 PM	Monday, December 17
69	7:45 AM	Thursday, December 20
70	7:25 PM	Thursday, December 20
71	7:45 AM	Tuesday, December 18

** Check MY UW Faculty Center or Student Center for your preassigned final exam date and time.