FINAL WEEK ACTIVITY SCHEDULE – Fall 2019

Faculty are encouraged to provide an end-of-course learning experience for every course and to utilize the time set aside during Final Week. Times are provided for every class, and normal meeting times are used for evening classes. “Common examination” times must be approved by Department Chairs and arranged with University Scheduling and can only be offered in the designated Common examination periods listed below. If a faculty member does not give a final examination at an officially allotted time during final week, he/she is required to use that time for instructional purposes. All efforts will be made to schedule once-per-week double period courses on their normal meeting day, and as close to normal meeting time as possible. Evening classes shall meet during final week in allotted exam times as close to class time as possible for the purposes of either a final exam or other instructional activity.*

**Wednesday, December 11, 2019**
Reading & Review Day ........................................ No final exams or any mandated instructional activity may take place on Reading & Review Day.

**Thursday, December 12, 2019**
For classes meeting pattern T/R or T/R/F at 8:00am ................................................................. 8:00am - 10:00am
For classes meeting pattern T/R or T/R/F at 11:00am ................................................................. 11:00am - 1:00pm
Common examination period/Conflict time ................................................................................ 11:00am - 1:00pm
For classes meeting pattern T/R or T/R/F at 2:00pm ................................................................. 2:00pm - 4:00pm
For classes meeting pattern T/R or T/R/F at 5:00pm ................................................................. 5:00 pm – 7:00pm

**Friday, December 13, 2019**
For classes meeting pattern M/F or W/F at 8:00am ................................................................. 8:00am - 10:00am
For classes meeting pattern M/F or W/F at 9:30am ................................................................. 9:30am - 11:30am
For classes meeting pattern M/F or W/F at 11:00am ................................................................. 11:00am - 1:00pm
For classes meeting pattern M/F or W/F at 12:30pm ................................................................. 12:30pm - 2:30pm

**Saturday, December 14, 2019**
Common examination period/Conflict time ............................................................................. 8:00am - 10:00am
Common examination period/Conflict time ............................................................................. 10:15am - 12:15pm
Common examination period/Conflict time ............................................................................. 12:30pm - 2:30pm
Common examination period/Conflict time ............................................................................. 2:45pm - 4:45pm

**Monday, December 16, 2019**
For classes meeting pattern M/W or M/W/F at 8:00am ................................................................. 8:00am - 10:00am
For classes meeting pattern M/W or M/W/F at 9:30am ................................................................. 9:30am - 11:30am
For classes meeting pattern M/W or M/W/F at 11:00am ................................................................. 11:00am - 1:00pm
For classes meeting pattern M/W or M/W/F at 12:30pm ................................................................. 12:30pm - 2:30pm

**Tuesday, December 17, 2019**
Common examination period/Conflict time ............................................................................. 8:00am - 10:00am
For classes meeting pattern T/R or T/R/F at 8:00am ................................................................. 8:00am - 10:00am
For classes meeting pattern T/R or T/R/F at 9:30am ................................................................. 9:30am - 11:30am
For classes meeting pattern T/R or T/R/F at 12:30pm ................................................................. 12:30pm - 2:30pm
For classes meeting pattern T/R or T/R/F at 3:30pm ................................................................. 3:30pm - 5:30pm

**Wednesday, December 18, 2019**
Common examination period/Conflict time ............................................................................. 8:00am - 10:00am
For classes meeting pattern M/W or M/W/F at 9:30am ................................................................. 9:30am - 11:30am
For classes meeting pattern M/W or M/W/F at 12:30pm ................................................................. 12:30pm - 2:30pm
For classes meeting pattern M/W or M/W/F at 3:30pm ................................................................. 3:30pm - 5:30pm

If the University is closed during finals week due to inclement weather, the faculty member should reschedule the exam during any available conflict time.

*For all evening classes that meet once a week, 5:00pm -7:45pm, the Exam time will be 5:00pm -7:00pm; for all classes that meet 6:30pm, the Exam time will be 7:05pm -9:05pm; for all classes that meet 8:00pm, the Exam time will be 9:10pm -11:10pm.

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