

FINAL EXAMINATION WEEK ACTIVITIES

When planning for the most effective use of this period of time, each faculty member needs to keep in mind that the final examination period is included in the State-required 175 days and, therefore, a faculty member cannot cancel the final examination period or tell the students that they need not attend. The importance of the planned activity should be stressed and the students required to attend. Failure to attend the final examination will normally result in a reduction of the course grade, a No-Credit for the course, or an Incomplete. The two-hour assigned period should encompass a planned class activity which should reasonably utilize the time allocated.

Any activity other than an exam requires prior approval of the Instructional Administrator. Additionally, a petition for an early final must be submitted to the Instructional Administrator. The instructor of the course will be consulted prior to the Instructional Administrator making a decision.