

# Final Exam Schedule

Spring 2024 final exams are conducted the week of **May 6-9, 2024**. All classes meet according to the schedule below in the same classroom in which their class has been meeting all semester. Each class will meet once during the final exam period for a two hour final exam.

Final Exam ↓

**Find the day(s) and times of your normal class meeting schedule**

Day → Date → Time ↓	MON = M  <b>May 6</b>	TUES = T  <b>May 7</b>	WED = W  <b>May 8</b>	THUR = R  <b>May 9</b>	FRI = F <i>No Finals</i> <b>May 10</b>
<b>8:00am To 10:00am</b>	M 8:00am – 10:40am MW 8:00am – 9:15am MW 8:00am – 10:40am	T 8:00am – 10:40am TR 8:00am – 9:15am TR 8:00am – 10:40am	W 8:00am – 10:40am W 9:25am – 12:05pm MW 9:25am – 10:40am	R 8:00am – 10:40am R 9:25am – 12:05pm TR 9:25am – 10:40am TR 9:25am – 12:05pm	<p><b>COMMENCEMENT</b></p> 
<b>10:20am To 12:20pm</b>	M 9:25am – 12:05pm M 10:50am – 1:30pm MW 9:25am – 12:05pm MW 10:50am – 12:05pm	T 9:25am – 12:05pm T 10:50am – 1:30pm TR 10:50am – 12:05pm	W 10:50am – 1:30pm W 12:15pm – 2:55pm MW 10:50am – 1:30pm MW 12:15pm – 1:30pm	R 10:50am – 1:30pm R 12:15pm – 2:55pm TR 10:50am – 1:30pm TR 12:15pm – 1:30pm	
<b>12:40pm To 2:40pm</b>	M 12:15pm – 2:55pm M 1:40pm – 4:20pm MW 12:15pm – 2:55pm MW 1:40pm – 2:55pm	T 12:15pm – 2:55pm T 1:40pm – 4:20pm TR 12:15pm – 2:55pm TR 1:40pm – 2:55pm	W 1:40pm – 4:20pm MW 1:40pm – 4:20pm MW 3:05pm – 4:20pm	R 1:40pm – 4:20pm TR 1:40pm – 4:20pm TR 3:05pm – 4:20pm	
<b>3:00pm To 5:00pm</b>	F 8:00am – 10:40am F 9:25am – 12:05pm	F 1:40pm – 4:20pm	F 10:50am – 1:30pm F 12:15pm – 2:55pm	F 4:45pm – 7:20pm	
<b>5:20pm To 7:20pm</b>	M 4:45pm – 7:20pm M 6:05pm – 7:20pm MW 4:45pm – 7:20pm MW 6:05pm – 7:20pm	T 4:45pm – 7:20pm TR 4:45pm – 6:00pm TR 4:45pm – 7:20pm	W 4:45pm – 7:20pm MW 4:45pm – 6:00pm	R 4:45pm – 7:20pm TR 6:05pm – 7:20pm	
<b>7:40pm To 9:40pm</b>	M 7:30pm – 10:05pm MW 7:30pm – 8:45pm MW 7:30pm – 10:05pm	T 7:30pm – 10:05pm TR 7:30pm – 8:45pm TR 7:30pm – 10:05pm	W 7:30pm – 10:05pm MW 8:50pm – 10:05pm	R 7:30pm – 10:05pm TR 8:50pm – 10:05pm	

**Note:**

- (1) MWF classes meet according to the MW schedule.
- (2) TRF classes meet according to the TR schedule.
- (3) MTWR classes meet on either MW or TR schedule, but the exact date must be announced during the first week of the semester.
- (4) F classes will have their final exam during the 3:00pm to 5:00pm block on the day displayed above.
- (5) Saturday classes meet on the last Saturday of the semester at the regular time.
- (6) Classes with abnormal meeting patterns must make special arrangements for the final.
- (7) Classes that meet on Friday at 7:30pm must make special arrangements for the final.

# Final Examination Policy

## Final Examination Policy

It is the policy of UCCS to adhere to the final examination schedule as published online on the Course Information Center each semester. Unless notified otherwise in writing during the first week of classes, students enrolled in undergraduate courses should assume that an examination will be given. While it may be appropriate not to give a final exam in some cases, such as laboratory courses, seminars, project-based courses, and colloquia, final assessments, as determined by the faculty member, which may include but are not limited to projects, presentations, or exams, are generally parts of the instructional program. Graduating seniors are not exempt from final examinations or other forms of final assessment.

Use of a final exam in graduate courses is optional and up to the discretion of the instructor. The form of final assessment in graduate courses should be indicated in the syllabus.

Fall and spring semesters have a final exam schedule. Summer final exams are generally taken on the last day of the course.

### Procedures

If the final assessment in an undergraduate course is an examination, the final examination should be given as scheduled as published online on the Course Information Center, and not at other times, even if the instructor and all students in a course were to agree to such a change. An instructor may allow individual students to take the final examination at an earlier or later time if the instructor is satisfied that an exception is based on good and sufficient reasons and if such an exception is unlikely to materially advantage or disadvantage the interests of the student and of other students in the course.

Students should consult with their instructors and course syllabi for final examination information for courses that are scheduled at non-standard times and are not included in the published final examination schedule.

Exceptions or deviations to the final examination schedule should be agreed upon by the faculty member and the chair of the department no later than the beginning of the semester in which an exception or deviation is requested. The resulting decision should be announced in writing to students in the class during the first week of classes.

### Guidelines

In addition to the principles stated above, the following guidelines should be followed by all faculty members and administrators to assure fairness and the best possible educational experience for students.

The week of classes preceding the scheduled final examination period should be used primarily for continued instruction and may include the introduction of new material. No hourly examinations are to be given during the week preceding final examinations; however, assignments listed in the syllabus, including final assessments other than examinations, such as papers, lab practicums, presentations, portfolios, and projects may be due during that week.

When students have three or more examinations on the same day, they will be entitled to arrange an alternative examination time for the first exam scheduled on that day. Such arrangements must be made no later than the end of the 10th week of the semester (i.e., at the end of the drop period). Students will be expected to provide evidence that they have three or more examinations to qualify for exceptions.

The Provost (or designee), in consultation with the campus leadership, may cancel, or in rare cases reschedule, final examinations in response to inclement weather or other emergencies that result in a campus closure during the final examination period. The administration's determination of whether to reschedule or to cancel final examinations is based on the number of exam periods affected by the closure and the timing of the closure.

*Canceled exams:* If a final examination is canceled, course grades are generally assigned based on tests, assignments and other graded work completed up to the end of the term. Faculty will notify students within 48 hours of cancellation of specific grading plans and any make-up opportunities. Faculty may offer a non-mandatory make-up examination and/or allow for an alternative assignment to be submitted after the final examination period. However, such opportunities must be made available to all students enrolled in the course, even if all students do not utilize the opportunity. All final work must be received and graded no later than the end of the first week of the subsequent term (inclusive of summer session), and faculty must then submit change of record information for students whose course grades change due to their work on make-up examinations or alternative assignments.

*Rescheduled exams:* In rare cases, a final examination may be rescheduled within the term dates. Students who choose to not participate in a rescheduled final examination are not guaranteed any make-up examination or alternative assignments. In such cases, students will generally be assigned course grades based on tests, assignments and other graded work completed up to the end of the term and faculty will notify students within 48 hours of cancellation of specific grading plans and any make-up opportunities.

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