

FALL 2009 FINAL EXAMINATION SCHEDULE

EXAM HOURS	DEC. 7 Monday	DEC. 8 Tuesday	DEC. 9 Wednesday	DEC. 10 Thursday	DEC. 11 Friday
8:30 to 11:30 a.m.	8:00 a.m. TTh classes	1:00 p.m. TTh classes	11:00 a.m. MWF classes	10:00 a.m. MWF classes	1:00 p.m. MWF classes
1:30 to 4:30 p.m.	Noon or arranged classes ***	9:00 a.m. MWF classes	2:00 p.m. MW or MWF classes	9:30 a.m. TTh classes	2:30 p.m. TTh classes
6:00 to 9:00 p.m.	OPEN ***	4:00 p.m. or later MWF, MW Classes	8:00 a.m. MWF classes	3:30 p.m. MWF or MW classes	4:00 p.m. or later TTh classes

***MUSIC JURIES are also scheduled between 1:30 p.m. and 9:00 p.m. on Monday, Dec. 7.

FINAL EXAMINATIONS are held in the same room in which the class meets, according to the above schedule.

No alterations may be made to the Final Examination Schedule. Any problems should be brought to the attention of the Registrar. A student who has three finals in one day may reschedule the middle exam in consultation with the professor. Requests to reschedule a final exam for other reasons may be made by completing the petition form available in the Registrar's Office.

Semester grades are due as soon as possible following each exam, with the final due date Monday, December 14 at 5:00 p.m. Once they have submitted their signed online grading contracts to the Office of the Registrar, instructors may report grades via Web Advisor. As soon as grades are entered, students may view them via Web Advisor. If Web Advisor is not used, grades must be delivered in person to the Registrar's Office on the *Grade Request Roster* forms provided by the Registrar.

Incomplete grades will be recorded as "F" if a grade change is not reported before 5:00 p.m. on Monday, January 25, 2010 (last day to add courses for the Spring semester). Petitions to appeal extension of this deadline must be in writing, and signed by both student and instructor.