

Final Examination Schedule - Spring 2008

The final exam schedule is based on the first meeting time of a class. For example: HIST 001-001 meets Mon/Wed beginning at 10:00 AM. The exam for this class will be on Tuesday, May 6, 2007 from 9:00 AM to 11:00 AM.

Final exams for co-activity courses (Lecture & Recitation; Lecture & Lab, etc.) are based on the first meeting time of the LECTURE.

The final exam schedule below is the date and time an exam will be held if a final exam is to be given. Please contact your instructor to determine if a final exam will be given for your class.

Exams for courses with multiple sections may be given on a common day and time. Please see the *Common Exam Schedule* for a list of courses giving common exams.

FIRST MEETING TIME	DATE and DAY of EXAM	EXAM TIME
MON or WED or FRI 8:00/8:30	May 5	Monday 12:00-2:00 PM
MON or WED or FRI 9:00/9:30	May 12	Monday 9:00-11:00 AM
MON or WED or FRI 10:00/10:30	May 6	Tuesday 9:00-11:00 AM
MON or WED or FRI 11:00/11:30	May 13	Tuesday 12:00-2:00 PM
MON or WED or FRI 12:00/12:30	May 6	Tuesday 12:00-2:00 PM
MON or WED or FRI 1:00/1:30	May 5	Monday 9:00-11:00 AM
MON or WED or FRI 2:00/2:30	May 9	Friday 12:00-2:00 PM
MON or WED or FRI 3:00/3:30/4:00/4:30	May 8	Thursday 12:00-2:00 PM
TUES or THURS 8:00/8:30	May 12	Monday 6:00-8:00 PM
TUES or THURS 9:00/9:30/10:00	May 13	Tuesday 9:00-11:00 AM
TUES or THURS 10:30/11:00/11:30	May 8	Thursday 9:00-11:00 AM
TUES or THURS 12:00/12:30/1:00	May 7	Wednesday 12:00-2:00 PM
TUES or THURS 1:30/2:00/2:30	May 12	Monday 12:00-2:00 PM
TUES or THURS 3:00/3:30/4:00	May 7	Wednesday 9:00-11:00 AM
TUES or THURS 4:30	May 12	Monday 6:00-8:00 PM

PROVOST RULES GOVERNING FINAL EXAMINATIONS

1. No instructor may hold a final examination nor require the submission of a take-home final exam except during the period in which final examinations are scheduled; when necessary, exceptions to this policy may be granted for postponed examinations (see 3 and 4 below). No final examinations may be scheduled during the last week of classes or on reading days.
2. No student may be required to take more than two final examinations on any calendar day during the period in which final examinations are scheduled. If more than two are scheduled, the student may postpone the middle exam. If a take-home final exam is due on a day when two final examinations are scheduled, the take-home exam shall be postponed by one day.
3. Examinations that are postponed because of conflicts with other examinations, or because more than two examinations are scheduled in the same day, may be taken at another time during the final examinations period if the faculty member and student can agree on that time. Otherwise, they must be taken during the official period for postponed examinations.
4. Examinations that are postponed because of illness, a death in the family, for religious observance or some other unusual event, may be taken only during the official periods: the first week of the spring and fall semesters. Students must obtain permission from their dean's office to take a postponed exam. Instructors in all courses must be willing to offer a make-up examination to all students who are excused from the final examination.
5. No instructor may change the time or date of a final exam without permission from the appropriate dean.
6. No instructor may increase the time allowed for a final exam beyond the scheduled two hours without permission from the appropriate dean.
7. No classes (excluding review sessions) may be held during the reading period.
8. As of Fall 2005, the first examination of the day begins at 9 am and the last examination concludes by 8 pm. There will be one hour between exam time blocks.
9. All students must be allowed to see their final examination. Exams should be available as soon as possible after being graded with access ensured for a period of at least one regular semester after the exam has been given. To help protect student privacy, a student should have access only to his or her own exam and not the exams of other students. Therefore, for example, it is not permissible to leave student exams (or grades or papers) in publicly accessible areas.
10. Students may not be asked for their Social Security numbers. Instructors may not publicly display a student's Penn ID or any portion of the Social Security number, nor use name, initials, or any personally identifiable information to post grades. Even when an identifier is masked or absent, grades may not be posted in alphabetical order, to protect student privacy.
11. Final exams for College of General Studies (CGS) courses must be given on the regular class meeting night during the week of final examinations. No change in scheduling is permitted without unanimous consent of all students in the class and the director of CGS. A CGS final exam may not be administered during the last week of class or on a reading day.
12. In all matters relating to final exams, students with questions should first consult with their Dean's offices. Faculty wishing to seek exceptions to the rules also should consult with their Dean's offices. Finally, the Council of Undergraduate Deans and SCUE urge instructors to see that all examinations are actively proctored. --Ronald J. Daniels, Provost

Common Exam Schedule - Spring 2008

The following courses have been scheduled for a common exam and are excluded from the previous table.

MAY 5 Monday 12:00PM-2:00PM	Language Commons ARAB 032, 034 CHIN 012, 022, 032, 112 GRMN 101-104 HEBR 051-054 JPAN 012, 022, 112 KORN 012, 112
MAY 5 Monday 3:00PM-5:00PM	FNCE 206, 717 MGMT 655
MAY 5 Monday 6:00PM-8:00PM	FNCE 100 FNCE 207, 728 MUSC 070 STAT 111
MAY 6 Tuesday 3:00PM-5:00PM	CHEM 102 FNCE 238, 738 GEOL 130
MAY 6 Tuesday 6:00PM-8:00PM	ECON 101 (001 & 002) MKTG 101 OPIM 632
MAY 7 Wednesday 3:00PM-5:00PM	FNCE 203, 726 FNCE 601 MKTG 211 STAT 102
MAY 7 Wednesday 6:00PM-8:00PM	ECON 002 ECON 103 (002 & 003) FNCE 250, 750 LGST 207/809
MAY 8 Thursday 3:00PM-5:00PM	BPUB 250 FNCE 101 FNCE 602 ACCT 297, 897

MAY 8 Thursday 6:00PM-8:00PM	MGMT 101 PHYS 102 PHYS 140, 150 PHYS 141, 151 FNCE 731
MAY 9 Friday 9:00AM-11:00AM	Math Commons 103, 104 114, 115 240, 241
MAY 9 Friday 3:00PM-5:00PM	ACCT 202 MKTG 622 NURS 054 STAT 101 STAT 430, 431
MAY 9 Friday 6:00PM-8:00PM	ASTR 001 ECON 001 FNCE 235, 725
MAY 12 Monday 3:00PM-5:00PM	ACCT 102 ACCT 203, 703 ACCT 742
MAY 12 Monday 6:00PM-8:00PM	FNCE 205, 720
MAY 13 Tuesday 3:00PM-5:00PM	ACCT 101/620 MGMT 104
MAY 13 Tuesday 6:00PM-8:00PM	CHEM 053, 054 OPIM 101 FNCE 219

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