

SPRING 2016 FINAL EXAM SCHEDULE (ALEXANDRIA)

END OF REGULAR INSTRUCTION FOR ALL SPRING 2016 COURSES: 01 MAY 2016

EXAM WEEK: 02 MAY 2016 – 08 MAY 2016

MONDAY 05/02		TUESDAY 05/03		WEDNESDAY 05/04		THURSDAY 05/05		FRIDAY 05/06; SATURDAY 05/07; SUNDAY 05/08	
7:30AM-9:10AM	For MW or M classes starting b/w 8am-9:29am	7:30AM-9:10AM	For TR or T classes starting b/w 8am-9:29am	7:30AM-9:10AM	For W classes starting b/w 8am-9:29am	7:30AM-9:10AM	For R classes starting b/w 8am-9:29am	REGULAR CLASS TIME	All Friday, Saturday and Sunday classes that meet once a week.
9:30-11:10AM	For MW or M classes starting b/w 9:30am-10:59am	9:30-11:10AM	For TR or T classes starting b/w 9:30am-10:59am	9:30-11:10AM	For W classes starting b/w 9:30am-10:59am	9:30-11:10AM	For R classes starting b/w 9:30am-10:59am		
11:30AM-1:10PM	For MW or M classes starting b/w 11am-12:29pm	11:30AM-1:10PM	For TR or T classes starting b/w 11am-12:29pm	11:30AM-1:10PM	For W classes starting b/w 11am-12:29pm	11:30AM-1:10PM	For R classes starting b/w 11am-12:29pm		
1:30PM-3:10PM	For MW or M classes starting b/w 12:30pm-1:59pm	1:30PM-3:10PM	For TR or T classes starting b/w 12:30pm-1:59pm	1:30PM-3:10PM	For W classes starting b/w 12:30pm-1:59pm	1:30PM-3:10PM	For R classes starting b/w 12:30pm-1:59pm		
3:30PM-5:10PM	For MW or M classes starting b/w 2pm-3:29pm	3:30PM-5:10PM	For TR or T classes starting b/w 2pm-3:29pm	3:30PM-5:10PM	For W classes starting b/w 2pm-3:29pm	3:30PM-5:10PM	For R classes starting b/w 2pm-3:29pm		
5:30PM-7:10PM	For MW or M classes starting b/w 3:30pm-5:29pm	5:30PM-7:10PM	For TR or T classes starting b/w 3:30pm-5:29pm	5:30PM-7:10PM	For W classes starting b/w 3:30pm-5:29pm	5:30PM-7:10PM	For R classes starting b/w 3:30pm-5:29pm		

EVENING COURSES: CLASSES SCHEDULED TO BEGIN AT 6:30PM OR LATER WILL START THEIR EXAM PERIOD AT 7:30PM.

UNIQUE COURSES: IF A CLASS REGULARLY MEETS AT TIMES NOT COVERED BY THE FINAL EXAM SCHEDULE, THE INSTRUCTOR SHOULD DISCUSS SETTING UP A TIME FOR THE FINAL EXAM WITH THE ACADEMIC DEAN OR THEIR ASSISTANT DIVISION DEAN. CLASSES NOT COVERED BY THIS SCHEDULE INCLUDED THOSE BEGINNING BEFORE 8AM, W/F CLASSES AND THOSE STARTING AT 5:30PM AND 6PM.

NOTES:

- Each faculty member is **REQUIRED** to be **PRESENT** during the final exam time to provide an appropriate evaluation or continue instruction (*Faculty Handbook* 3.1200; continuation of instruction should only be done with the approval of the Academic Dean).
- Hybrid courses will hold their exams based on the day of their FACE-TO-FACE meeting.
- Courses with a separate lab session (e.g. BIO) will hold the exam on based on the LECTURE day of the course.
- Any room conflicts should be reported to the Academic Dean or Assistant Division Dean to resolve the conflict.
- Students who have exam conflicts should work with their instructor first, then – if necessary – the Academic Dean.
- Off-campus classes will hold final exams starting at their regularly scheduled class time.
- **FINAL GRADES MUST BE POSTED IN SIS WITHIN 48 HOURS OF THE FINAL EXAM – ALL GRADES MUST BE POSTED NO LATER THAN 12PM, MAY 10, 2016.**