

## 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;<br>SATURDAY 05/07;<br>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     | <b>REGULAR CLASS TIME</b>                        | 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.**