



**POLICY & PROCEDURE DOCUMENT**

NUMBER: 1.4001  
DIVISION: Academic Affairs  
TITLE: Administration of Final Examinations  
DATE: July 19, 2005  
REVISED: November 1, 2015  
REVIEWED: October 20, 2021  
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**I. Policy**

A schedule of final examinations is provided in the Registration Guide at the beginning of each semester. (Note: Separate examination schedules are posted for classes at Regional Campus sites.) All finals must be conducted at the periods scheduled unless different arrangements have been made with the department chair/director and approved by the dean of the college concerned.

**II. Reason for Revision**

November 2015

Non-substantive changes as part of the five-year policy review per Policy 0.000V Policy on Policies.