

# OREGON INSTITUTE OF TECHNOLOGY

## Final Examinations

OIT-14-023

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All teaching faculty will meet their classes during finals week at the final examination time designated in the official "Class Schedule" issued at the beginning of each term.

- No student activities or athletic events will be scheduled during Finals Week.
- Methods of evaluation are at the discretion of the instructor. They should be specified in the course syllabus and distributed to students the first week of class.
- Faculty who use a final examination will administer that exam at the time designated in the official "Class Schedule." Finals times are designed not to conflict.

Individual students may request exceptions to this policy. These must be approved in advance by the instructor.

Course instructors may request exceptions to this policy. The exception must be approved by the appropriate school Dean and students should be given at least three weeks prior notice of the change.

Recommended by:

Faculty Senate – 3/6/97  
President's Council – 4/21/97

Approved:           /s/ Lawrence J. Wolf            
Lawrence J. Wolf, President

Date:                           April 23, 1997