

**EXAMINATION WEEK**  
**Ozark Campus**  
**Fall 2024**

The schedule for examination week for the fall semester is listed below. The purpose of the schedule is to aid faculty and students by providing adequate time for administration and completion of examinations administered in the classroom for full-term courses.

Students who have more than three examinations on any one day may request relief from the instructor(s) involved. In rare circumstances when the matter remains unresolved the student should contact the Program Chair in which the course is offered no later than December 2, 2024 to request a change in the date and/or time of the exam due to the scheduling conflict. The rescheduled exam must be taken no later than the end of the examination period for the fall 2024 semester.

Final examinations for all online courses will be announced by the instructor. Cohort programs to include Cosmetology, PTA, OTA, CVT, PN, RN, MA, and Paramedic will set their own final exam schedule to work within the program schedule. All exams will be held during the final examination period.

**NOTE:** In compliance with Board of Trustee policy all full and part-time faculty are to give end-of-course examinations in accordance with the schedule outlined below. Exams for laboratory, internship, and other special courses approved by the Chief Academic Officer may be given during the last week of classes. Deviations from this schedule must be approved by the Chief Academic Officer as per the Faculty Handbook.

<b>Face-to-Face, Mixed Technology (M01, M02, AM1, AM2, etc.), and Video Conference/Virtual (VC1, VC2, AV1, AV2) Courses</b>		
<b>Final Exam Date</b>	<b>Class Meeting Time</b>	<b>Final Exam Time</b>
Thursday, December 5th	TR classes that start on the hour (8:00, 10:00, etc.)	Scheduled start time with 2-hour block
	All Thursday late classes (3:00pm – 9:00pm)	
Friday, December 6th	All Friday classes	Scheduled start time with 2-hour block
Monday, December 9th	MW classes that start on the hour (i.e. 8:00, 11:00, etc.)	Scheduled start time with 2-hour block
	All Monday late classes (3:00pm – 9:00pm)	Scheduled start time with 2-hour block
Tuesday, December 10th	TR classes that start on the half hour (9:30, 12:30, etc.)	Scheduled start time with 2-hour block
	All Tuesday late classes (3:00pm – 9:00pm)	
Wednesday, December 11th	MW classes that start on half hour (i.e. 9:30, 12:30, etc.)	Scheduled start time with 2-hour block
	All Wednesday late classes (3:00pm – 9:00pm)	

**Online (TC1, TC2, AT1, etc.) Courses\***

**All online final exams submitted by 9:00pm, Friday, December 6th**

\* Faculty may have more flexible, liberal timeframes to make an exam available for online course exams provided the exam is not due earlier than the designated exam day. Faculty are encouraged to design an exam that would not easily lend itself easily to academic dishonesty (i.e., essay questions, portfolios, case analysis).

**Final grades due by 12:00pm (noon) December 12th, 2024**