

Oklahoma State University Policy and Procedures

PREFINALS WEEK	2-0210 ACADEMIC AFFAIRS MAY 1986
-----------------------	---

POLICY

1.01 Final examinations are scheduled at the end of each semester and are preceded by prefinals week which shall begin seven (7) days prior to the first day of finals.

1.02 During prefinals week, all normal class activities will continue; however, no assignment, test, or examination accounting for more than 5% of the course grade may be given; and no activity or field trip may be scheduled that conflicts with another class. This excludes make-up and laboratory examinations, out-of-class assignments (or projects) made prior to prefinals week, and independent study courses.

1.03 During prefinals week no student or campus organization may hold meetings, banquets, receptions, or may sponsor or participate in any activity, program, or related function which requires student participation.

PROCEDURE

2.01 Any deviation from the above policy must have prior approval of the Department Head, the Dean of the College and the Vice President for Academic Affairs and Research.

References: University Academic Format, Policy & Procedures Letter 2-0207.

Student Rights & Responsibilities, Section 23.

Faculty Handbook, Page 36.

Approved by President L. L. Boger, October 8, 1981.

Revised: May 1986