

Final Examinations

Reference: Education Code Section 76121

The final examination schedule shall be included on the printed schedule of classes published each semester. Instructors are requested to report conflicts or room change requests to the Vice President of Instruction.

Final examinations will be held in all courses except certain activity classes. Final examinations may not be scheduled on a day designated for regular instruction. The final examination testing period shall consist of the last four (4) days of each semester. Two (2) hour examinations shall be held in courses of two or more units.

Only in cases of emergency is a student permitted to take final examinations at times other than those scheduled. If a student is unable to take an examination at the scheduled time, he or she must contact the Instructor and make other arrangements prior to the administration of the test.

Any deviation from this policy, including "take home" examinations, must receive approval from the Vice President of Instruction.

See also BP 4220 - Standards of Scholarship

(Formerly PVC Board Policy 6320)

09/25/08 College Council Approval
10/28/08 Board First Read
11/18/08 Board Second Read and Approval