

# UNDERGRADUATE RINDGE ACADEMIC POLICIES

# Rindge Final Exam Policy

All courses are required to have a final exam, capstone assignment, or other academically meaningful culminating activity on campus during the assigned final period in the regularly assigned classroom\*.# Expectations and dates for the final exam or activity should be clearly identified in the course syllabus. Any faculty seeking an adjustment to this expectation must attain prior approval from the appropriate Dean or Dean's designee. If approved, the faculty member will communicate the final plan to students enrolled in the course.

A student who has more than two exams on the same day may request that one exam be rescheduled so that they have a maximum of two exams in a single day.# A student who seeks to reschedule an exam must contact the instructor in writing at least two weeks in advance of the scheduled final to provide an explanation for the requested change. Granting the request is at the discretion of the course instructor. Any student concerns should be directed to the appropriate Dean or Dean's designee.

*\*Independent Studies, Directed Studies, and Internships are exempt.*