

## **SPRING 2017 FINAL EXAMINATION SCHEDULES**

Reading Day for graduating and non-graduating students is May 2, 2017. No class is to be held, nor any examination given on Reading Day. All graduating students are scheduled to complete final exams during the period **May 3-4, 2017. All grades for graduating students are due in Banner by 5:00 p.m. on Friday, May 5, 2017. All Official Grade Change Request Forms for Incomplete grades for graduating students are due in the Registrar's Office no later than 5:00 p.m. Wednesday, March 15, 2017.** Non-graduating students are scheduled to complete final exams between May 3-5 and May 8-9, 2017. **Grades for non-graduating students are due in Banner by 5:00 p.m. Friday, May 12, 2017. All Official Grade Change Forms for Incomplete Grades for non-graduating students are due in the Registrar's Office no later than 5:00 p.m. Friday, May 12, 2017. NOTE: See REGULATIONS on the reverse side.**

**Final examinations will be held according to the following schedule:**

<b>Date of Examination</b>	<b>Examination Time</b>	<b>Regularly Scheduled Classes</b>
Wednesday, May 3	8:00 a.m. – 10:30 a.m.	Alternate examination times (to be used at the discretion of the instructor)
	11:00 am. – 1:30 p.m.	Alternate examination times (to be used at the discretion of the instructor)
	2:00 p.m. – 4:30 p.m.	2:25 p.m. TR; 4:00 p.m. R only classes
	5:00 p.m. – 7:30 p.m.	All classes meeting 5:00 p.m. and after R only classes; 7:30 p.m. TR classes; 8:45 p.m. TR classes
Thursday, May 4	8:00 a.m. – 10:30 a.m.	8:00 a.m. MWF & MW classes
	11:00 am. – 1:30 p.m.	11:00 a.m. MWF & MW classes; 1:00 p.m. MWF & MW classes
	2:00 p.m. – 4:30 p.m.	10:00 a.m. MWF, MW, MTWR classes; 4:00 p.m. MWF, MW, MTWR classes; 6:00 MW classes; 6:00 p.m. MTWR classes
	5:00 p.m. – 7:30 p.m.	All classes meeting on or after 5:00 p.m. W only; 5:00 p.m. MWF, MW, MTWR classes
	8:00 p.m. – 10:30 p.m.	7:30 p.m. – 8:45 p.m. MW classes; 8:45 p.m. MW classes; 8:45 p.m. MTWR classes; 9:00 p.m. MW classes
Friday, May 5	8:00 a.m. – 10:30 a.m.	8:00 a.m. TR classes; 11:35 TR classes; 8:00 a.m. MTWR classes; 11:35 a.m. MTWR classes
	11:00 am. – 1:30 p.m.	9:25 a.m. TR & MTWR classes
	2:00 p.m. – 4:30 p.m.	1:00 p.m. TR classes; 1:00 p.m. MTWR classes; 3:50 p.m. TR classes; 4:00 p.m. T only classes; 4:00 p.m. TR classes
	5:00 p.m. – 7:30 p.m.	5:00 p.m. and after only; 6:00 p.m. TR classes
	8:00 p.m. – 10:30 p.m.	7:30 pm. – 8:45 p.m. TR classes; 9:00 p.m. – 10:30 p.m. TR classes
Monday, May 8	8:00 a.m. – 10:30 a.m.	Make-up examinations
	11:00 a.m. – 1:30 p.m.	12:00 p.m. MWF & MW classes
	2:00 p.m. – 4:30 p.m.	3:00 pm. MWF & MW classes
	5:00 p.m. – 7:30 p.m.	2:00 pm. MWF & MW classes
Tuesday, May 9	8:00 a.m. – 10:30 a.m.	Make-up examinations
	11:00 am. – 1:30 p.m.	9:00 a.m. MWF classes; 9:00 a.m. MW classes
	5:00 p.m. – 7:30 p.m.	4:00 p.m. M only classes; all classes meeting at 5:00 pm. or after M only; 7:30 p.m. MW & MWF classes; 7:30 p.m. MTWR classes
<b>Criminal Justice Program at Wake Technical Community College</b>		
<b>Reading Day – Sessions III &amp; VIII</b> Wednesday, March 8, 2017	<b>Final Examinations – Sessions III &amp; VIII</b> Thursday – Saturday March 9-11, 2017	Examinations will be taken during regular class hours.
<b>Reading Day – Sessions IV &amp; IX</b> Wednesday, May 10, 2017	<b>Final Examinations – Sessions IV &amp; IX</b> Thursday – Saturday May 11-13, 2017	Examinations will be taken during regular class hours.

**SPRING 2017 FINAL EXAMINATION SCHEDULES**

**Criminal Justice Program at Vance Granville Community College**

<p><b>Reading Days – Sessions III &amp; IV</b> Wednesday-Friday, March 1-3, 2017</p>	<p><b>Final Examinations – Sessions I</b> Tuesday - Friday March 7-10, 2017</p>	<p>Examinations will be taken during regular class hours.</p>
<p><b>Reading Day – Sessions IV &amp; VII</b> Wednesday, May 10, 2017</p>	<p><b>Final Examinations – Sessions IV &amp; VII</b> Thursday - Friday May 11-12, 2017</p>	<p>Examinations will be taken during regular class hours.</p>

**REGULATIONS**

1. Please note that examinations are scheduled **two hours and 30 minutes** in length with 30 minutes between examinations. Students taking general education curriculum (GEC) courses in the evening (after 5:00 pm) will follow examination schedules for evening courses.
2. In the case of students having conflicts in examinations of courses from different schools or colleges, the examination for the course in the school or college in which the student has residence (in terms of major) has precedence over the other examination. For example, a student in the College of Arts and Sciences who has an English examination and an Accounting examination scheduled at the same time would take the English examination as scheduled and would make arrangements with the Accounting instructor to take that examination at another time.
3. No examinations may be given before Wednesday, May 3, 2017. Examinations will be held only between the hours indicated. Exceptions must be approved by the Dean of the school or college involved before those respective dates. **Faculty members are not to make changes in the examination schedule.**
4. No student shall be required to take more than three (3) examinations in any one day. In those cases where students have more than three (3) examinations scheduled in one day, they should report to their dean to receive permission for the necessary rescheduling. It is then the student's responsibility to take the permission notice to the instructor and arrange another time to take the examination. All rescheduling should be completed before the start of the Examination Period, Wednesday, May 3, 2017.
5. Make-up examination dates are to be used if student or faculty members have an examination conflict that is beyond their control. While there are structured times for make-up examinations, the instructor of record may make other arrangements in consultation with the student.
6. Alternate examination times are to be used at the discretion of the instructor.
7. Incomplete grades **for non-graduating students are due in the Registrar's Office for processing no later than 5:00 p.m. Friday, May 12, 2017.**
8. Consult the School of Law for the final examination schedules for law courses.
9. Grades are due **48 hours after each examination** is given. However, all grades must be in Banner **by 5:00 p.m. on Friday, May 12, 2017.**
10. **The last day of classes for all students and final exams are in fact the same day. The instructional time includes the required examination periods. The last day of class lecture is the day prior to the reading day (Monday, May 1, 2017).**

Questions regarding this schedule may be directed to Dr. Jerome Goodwin at [jgoodwin@nccu.edu](mailto:jgoodwin@nccu.edu), or (919) 530-6739.

**Office of the Registrar  
Effective March 1, 2017**