



Policy: Exams--Final and Mid-term

Effective: June 1, 2019

Policy Type: Faculty

Responsible Department: Registrar

Policy: Individual instructors determine the need for mid-term and final exams and the nature of those exams.

- 1.0 If the instructor schedules a final exam, it typically occurs during the last course period.
- 2.0 Certain kinds of courses, such as student teaching, studio instruction, and seminars, may not have a traditional final exam. Instructors may also require an online exam, submission of a final project, or other end-of-semester assignment in lieu of a traditional final exam.
- 3.0 Mid-term exams may be given at the discretion of the instructor. Mid-term grades are not submitted by the instructor; however, most professors use Moodle gradebook and students can use this to monitor their course grades throughout the semester. They can also see their final grades on the portal.

Revision Process and History

- All revisions to the policy must be approved by the Provost Council and Faculty.

Date	Description of Revision
05-14-2019	Transferred policy to new policy template