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# Edwardsville Bulletin

To the Faculty and Staff of Southern Illinois University at Edwardsville

Vol. 10, No. 14  
December 12, 1977

MEMO TO: The University Community

FROM: Earl Lazerson } P. L.

SUBJECT: Contingency Plans for Final Examinations

Final examinations are normally held during specified periods from Monday through Saturday of the last scheduled week of the term. In the event that the University is closed during a day of final examinations, the examinations scheduled for that day will be moved to the same time and location on Friday of examination week. If there is closure on a second day, those exams will be moved to Monday of the following week, again at the same time and location. Examinations cancelled as a result of a third day's closing will be moved to Tuesday of the following week.

If the University is closed for only a part of a day during final examination week, those examinations affected will be moved to Friday at the same time and location. Subsequent partial closings of the University will result in exams being rescheduled for Monday, Tuesday, etc. of the following week.

This plan should produce minimum conflict for students and faculty as well as with facilities. Any conflicts which do arise will be resolved by the coordinator of academic scheduling, Leslie Farrar, in the Office of Admissions and Records (Phone 3087).

In the event of rescheduled exams, grade turn-in for faculty will be extended one day beyond the last rescheduled examination day.