

# MOUNT HOLYOKE.

## Fall 2023 SCHEDULE AND PROCEDURE FOR EXAMINATION PERIOD

Starts Friday, December 15, 2023, 7pm – ends Tuesday, December 19, 2023, noon

### PRE-SCHEDULED EXAMINATIONS:

Exam Time	Friday December 15, 2023	Saturday December 16, 2023	Sunday December 17, 2023	Monday December 18, 2023	Tuesday December 19, 2023
9:00 am	No exams. Still reading period.	ECON-211-02 DWGT 202  MATH-101-03 CLAP 407	CHEM-150-01 CLEV L1  DATA-113-01 DATA-113-02 CLAP 407	No pre-scheduled exams in this time slot.	Pre-scheduled exams have ended. Self-scheduled exams continue through Tuesday morning.
2:00 pm	No exams. Still reading period	ECON-110-01 ECON-110-02 CLEV L2  ECON-110-04 SKNR 216	CHEM-150-02 CLEV L1  CHEM-202-02 CHEM-202-03 CLEV L2	Pre-scheduled exams have ended. Self-scheduled exams continue through Tuesday morning.	Exam period has ended.
7:00 pm	ECON-211-01 SKNR 216  MATH-101-02 CLAP 402	ECON-213-01 SKNR 202  ECON-270-01 SKNR 216	No pre-scheduled exams in this time slot.	Pre-scheduled exams have ended. Self-scheduled exams continue through Tuesday morning.	Exam period has ended.

All *pre-scheduled* exams are listed above. Check for any course that applies to you and report to the scheduled place at the scheduled time to take the exam. Read on for information about the majority of exams, which are *self-scheduled*.

### SELF-SCHEDULED EXAMINATIONS:

To take a self-scheduled final exam, come to the exam center in Hooker Auditorium at the start of an official exam session. **The center will be open for distribution and return of the examinations during the times noted below.**

**Exception: On Friday night only (7pm-7:30pm), Biology, Mathematics, and Statistics exams should be picked up from the Kendade Atrium instead of Hooker.**

Friday	December 15, 2023	-----	-----	7:00-9:30 p.m.
Saturday	December 16, 2023	9:00-11:30 a.m.	2:00-4:30 p.m.	7:00-9:30 p.m.
Sunday	December 17, 2023	9:00-11:30 a.m.	2:00-4:30 p.m.	7:00-9:30 p.m.
Monday	December 18, 2023	9:00-11:30 a.m.	2:00-4:30 p.m.	7:00-9:30 p.m.
Tuesday	December 19, 2023	9:00-11:30 a.m.	-----	-----

Enter Hooker at the upper level by the doors nearest the Amphitheater, or at the lower level, accessible by stairs or elevator from Clapp. Then, follow signs to the appropriate area within Hooker to pick up the exam you wish to take. You will then leave Hooker to take your exam in the designated exam room of your choice. Some rooms are designated as the only ones allowable for open-book exams. The front of your exam envelope will specify if you are required to take the exam in an **open-book exam room** and any allowable reference materials/tools. Other exams must be taken in a **closed-book exam room**. All exams must be taken in a designated exam classroom.

**Exam periods are two hours in length.** Students **must** take pre-scheduled exams during a scheduled exam session. Students are allowed to take **only one** exam per session. Ordinarily, students are allowed an additional 30 minutes total for traveling to and from an appropriate official exam center and for check in; this time is built into the exam session. All exams must be completed and returned to the exam center by the end of each session. Students who choose to start an exam late during one of the exam sessions must still return the exam by the end of that session, thereby shortening the available time for taking the exam. Self-scheduled exams may be taken during any session as long as all required exams are completed during the designated exam sessions. The last exam session begins at 9:00am on Tuesday, December 19. If you have lost your ID card, obtain a replacement by going to the Technology Help Desk located in the Info Commons on level 4 of the Williston Library Monday through Friday 8:30am-5:00pm. Any other hours, please visit Public Safety and Service. **Students requiring assistance obtaining their exams from Hooker should contact Disability Services at ext. 2634, so that arrangements can be made prior to the beginning of the examination period.**