

MOUNT HOLYOKE

Spring 2017 SCHEDULE AND PROCEDURE FOR EXAMINATION PERIOD
 Starts Thursday, May 4, 2017 7pm – ends Monday, May 8, 2017 11:30am
 Note: Last exam session for seniors begins Sunday, May 7th at 2pm

PRE-SCHEDULED EXAMINATIONS:

Exam Time	Thursday, May 4, 2017	Friday, May 5, 2017	Saturday, May 6, 2017	Sunday, May 7 2017
9:00 am	No Exams. Still Reading Period.	CHEM-325-01 CARR 102 FREN-102-01 FREN-102-02 CIRU 206 BIOL-307-01 KNDD 305		CHEM-201-01 CHEM-201-02 CLEV 002L CHEM-201-03 CLEV 001L
2:00 pm	No Exams. Still Reading Period.	MUSIC-103-01 PRAT 109	BIOL-145RG-01 KNDD 305 BIOL-200-01 ART 106A (Gamble)	CHEM-302-01 CHEM-302-02 CLEV 002L [This is the last self- scheduled exam period for seniors.]
7:00 pm	GRMST-102-01 CIRU 206 GRMST-102-02 CIRU 202 GRMST-103-01 CIRU 109	ARTH-202-01 (FLMST-202-01) ART 106B (Gamble)		[Pre-scheduled exams are over. Self-scheduled exams for non-seniors continue through Monday morning.]

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. Exams are given out exactly on the hour and not any earlier. Students may arrive 10-15 minutes before the exam session begins to prepare white cards and gather blue books.**

Exception: on Thursday night only (7pm-7:30pm), Biology, Economics, Math, Psychology, and Statistics exams should be picked up from the Kendade Atrium instead of Hooker.

Thursday	May 4, 2017	-----	-----	7:00-9:30 p.m.
Friday	May 5, 2017	9:00-11:30 a.m.	2:00-4:30 p.m.	7:00-9:30 p.m.
Saturday	May 6, 2017	9:00-11:30 a.m.	2:00-4:30 p.m.	7:00-9:30 p.m.
Sunday	May 7, 2017	9:00-11:30 a.m.	2:00-4:30 p.m. [Last session for seniors]	7:00-9:30 p.m. [For non-seniors only]
Monday	May 8, 2017	9:00-11:30 a.m. [For non-seniors only]	-----	-----

Enter Hooker at the upper level by the doors nearest the Amphitheater. 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 room and any allowable reference materials/tools. All exams must be taken in a designated exam classroom.

Examination periods are two hours in length, with an extra half-hour permitted. Students **must** take pre-scheduled examinations during a scheduled exam session. Students are allowed to take **only one** exam per session. All examinations must be completed and returned to the exam center by the end of each session. Students who choose to start an examination late during one of the examination sessions must return the examination by the end of that session, thereby shortening the available time for taking the examination. Self-scheduled examinations may be taken during any session as long as all required exams are completed during the designated examination sessions. The last exam session begins at 9:00am on Monday, May 8. **Seniors and other Master's degree or certificate students in their final semester, though, have an earlier deadline for completing all exams; their last exam period begins Sunday afternoon at 2pm.**

If you have lost your I.D. card, obtain a replacement for \$25.00 by going to the One Card office located on the ground floor of the Central Services Building Monday through Friday 8:30am-5:00pm. Any other time, please visit Campus Police.

Physically challenged students requiring assistance obtaining their examinations from Hooker should contact AccessAbility Services at ext. 2634, so that arrangements can be made prior to the beginning of the Examination Period.