

**UWG PROCEDURE NUMBER: 2.7.10, Final Examinations**

**Authority: UWG POLICY 2.7 (Teaching Responsibilities)**

The University of West Georgia (UWG) faculty, pursuant to the authority of UWG Policy 2.7, establishes the following procedures for compliance with UWG Policy 2.7 on Teaching Responsibilities.

The purpose of this procedure is to clearly communicate to UWG faculty the Final Examination procedures.

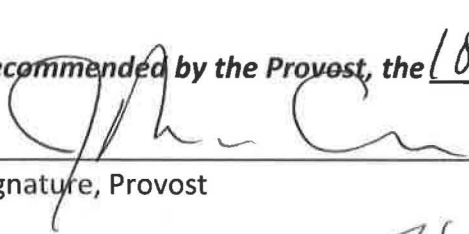
**A. Definitions**

1. **Final Examinations**- Examinations held at the end of each term.

**B. Final examinations schedule procedure**

1. The schedule of the final examinations is published by the Registrar's Office.
2. No final examinations may be given in advance of the date scheduled unless authorized by The dean of the appropriate college.
3. If a student has more than two final exams scheduled in a single day, he or she may Reschedule all but two of them through the cooperation of faculty members, department chairs, college deans, and if necessary, the Office of the VPAA.

Recommended by the Provost, the 10 day of Jan, 2018.

  
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Signature, Provost

Reviewed by President:   
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Previous version dated: N/A

Rules committee approval 4/13/2017