

Date: Mon, 2 Oct 2006 08:53:15 -0400 (EDT)
From: jahlquis@fsu.edu
To: Sections 3 and 6 of MET1010, fall 2006
Subject: MET1010: Two classes have same final exam time

A MET1010 student wrote: I have a major conflict with the time of the final exam for MET1010. It is scheduled at the same time as a final exam for another course I have.

Reply: The time for our MET1010 final exam --- Wednesday, 13 Dec, 12:30-2:30 (see our course calendar) --- is the time set by FSU as posted at:
http://registrar.fsu.edu/dir_class/fall/exam_schedule.htm
Only courses that meet MWF during 10:10-11:00 have this time, so the instructor for your other course may not be using the official university schedule.

I suggest that you print the final exam schedule and show it to your other instructor, circling the time for the final exam as set by the university schedule. An instructor is not allowed to change the time of a final exam without applying in writing to FSU's Undergraduate Policy Committee at least 3 weeks before the scheduled exam date and receiving their approval. I expect that exceptions are rarely approved because of the high probability of conflicts with exam times for other courses.

In searching for those rules online just now, the first place I found them is in a memo on undergraduate final examination policy from the dean of faculties last spring. See point 3 on page 1 and the underlined part of page 2 of <http://dof.fsu.edu/forms/FinalExamSp06.pdf>. The memo also explains various other items, such as, a student may (but is not required to) request rescheduling of a final exam if he or she has 4 or more final exams in a 24 hour period. You may also wish to print that memo and show it to your instructor. It would be good for every student and teacher at FSU to be very familiar with the contents of that memo, which states long-standing policies.

Please let me know if this removes the conflict.

Thanks for writing early in the semester so that this potential problem can be solved early.

Jon Ahlquist