Policy Title: Final Exam Week
Policy Number: 7034  
Policy Functional Area: Student Affairs

Date Submitted: October 15, 2019  
Proposed Action: Approve Update  
Brief Description: This policy applies to all courses, graduate and undergraduate, which have exams that are centrally scheduled. Centrally scheduled final exams are conducted during the final week of the Fall and Spring semesters and the Summer term.

Desired Effective Date: January 1, 2021  
Responsible University Officer: Provost and Executive Vice Chancellor for Academic and Student Affairs  
Interim Vice Provost and Senior Vice Chancellor for Student Success and Achievement  
Responsible Office: Office of the University Registrar  
Policy Contact: Office of the University Registrar  
Last Reviewed/Updated: August 20, 2004  
Applies to: Denver Campus

Reason for Policy: This policy provides guidance regarding final exam week and applies to all courses, graduate and undergraduate, which have exams that are centrally scheduled. Centrally scheduled final exams are conducted during the final week of the Fall and Spring semesters and the Summer term.

I. REASON FOR PROPOSED ACTION

This policy was reviewed during the Fall 2019 – Spring 2020 policy review cycles. Recommended edits pertain to clarification and/or corrections to the procedures for scheduling final exams.
II. STAKEHOLDER ENGAGEMENT IN THE POLICY REVIEW

Provost (2-1-21)
Interim Vice Provost (L. Bowman, 2-14-20)
AVC Academic Planning (T. Potter, 2-7-20)
Faculty Assembly, CU Denver (12-13-19) No Comments
Dean of Students (B. Bohl, 11-21-19) No Comments
Student Government (J. Sutliff, 12-13-19) No Comments
AD/ASG (D. Garrison-Wade, 12-13-19) No Comments
AVC Academic Operations (N. Viveiros, 12-13-19) No Comments
Assoc Dean CEDC (K. Jones, 12-13-19) Comments
University Registrar (C. Johns, 10-31-19)
Policy Coordination Manager (M. Heredia, ongoing involvement)

III. LEGAL REVIEW

A. Do you think legal review would be required for these proposed changes?

No

1. If no, please explain. No Legal issues in this policy

2. If yes, what is your plan to get the legal review? N/A

3. Date legal review completed: N/A

4. Person completing legal review: N/A

IV. FISCAL REVIEW: Are there any financial (human resources, technology, operations, training, etc.) or other resource impacts of implementing this policy (e.g., cost savings, start-up costs, additional time for faculty or staff, new systems, or software)?  No