

SPRING 2010 OFF-CAMPUS FINAL EXAM SCHEDULE

To: Extension Site Faculty
From: Dean Andrea Morville, Extension Sites
Date: March, 2010

Below is information on final exams for off campus classes. Please share this information with your students.

- Off campus exams are held during the scheduled final exam week. **Exam dates for Spring 2010 are Monday, May 10 through Sunday, May 16.**
- Students who have an exam conflict should be directed to file a Student Conflict Form which is available on the college website under "Academics; Final Exam Schedules."
- Faculty conflicts: please contact Laura Nudi (x6858) ASAP so alternate arrangements can be made for the on-campus final exam(s).

Specific Final Exam Information for Off Campus Classes at Peekskill, Ossining, Cross County, Mt Vernon, Center for the Arts, New Rochelle, Mahopac, Port Chester, Roosevelt (Yonkers), and Shrub Oak

Day and Evening, Monday through Thursday Classes:

- Exams are held during the regularly scheduled time period, in the same room, at the same location as the class, for a two hour period, during the May 10-May 13 final exam period.
- Classes that meet twice per week (M/W or T/Th) will hold exams on the first day of the week (Monday for a M/W class and Tuesday for a T/Th class).

Friday, Saturday, and Sunday Classes:

- **Friday Classes: last class session May 7; final exam May 14.**
- **Saturday classes: last class session May 8; final exam May 15.**
- **Sunday classes: last class session May 9; final exam May 16.**

Cc: Vice President Rogalski, Associate Deans, Extension Site Directors, Facilities/Scheduling Office