

# The Scheduler



## Deadlines:

<http://registrar.oregonstate.edu/scheduling-deadlines>

### Winter term 201802

**Classes Begin:** Jan. 8, 2018

### Spring term 201803

**Adds/Deletes Due:** Aug. 4, 2017

**SSR1000 to depts:** Aug. 22, 2017

**SSR1000 due:** Oct. 2, 2017

**Banner locked:** Mid-January

**Registration Begins:** Feb. 25, 2018

**Classes Begin:** April 2, 2018

### Summer term 201900

**Adds/Deletes Due:** Dec. 1, 2017

**SSR1000 to depts:** Dec. 11, 2017

**SSR1000 due:** Jan. 19, 2018

**Registration Begins:** April 16, 2018

## Classroom Updates

Starting Summer Term, 201900, GILB 124 and GILB 224 will be out of service for renovation. Completion is expected to be Winter 2019 (201902).

These are two very large auditorium style classrooms, and are used by Chemistry and other departments. Departments will need to be flexible with large lectures as these rooms are heavily booked for courses, and they are often requested for group midterms and finals.

We will have more information regarding these rooms in the next newsletter.



## FINAL EXAM INFO

Final exams are 110 minutes in length and scheduled according to the first class meeting or, in the case of group finals, according to the group final schedule (available by clicking on Group Finals on the Office of the Registrar's home page under **Grading and Exams**).

Instructors may request to change the time of their final exam in accordance with the final examination policy.

Final exams are not to be held during Dead Week.

**Who qualifies for a group exam?** A course qualifies for a group final if it consists of three or more sections, **or** two sections of an anticipated enrollment of 150 or more students. All sections of the course constitute the group.

<http://registrar.oregonstate.edu/exams>

## Group Finals

Starting winter term, we are utilizing all time slots available for group finals, which are Monday through Thursday at 0730, 1600 and 2000. This is driven by the needs for alternate seating, and/or specific room sizes and quantities. We almost ran out of rooms fall term; this is an effort to ensure appropriate rooms are available for all requests.



Photos:  
Sara Hoyt

# FINALS FAQ

## \* **When will the finals schedule be posted in the Catalog?**

After registration opens, but before the beginning of each term. Finals are held Monday through Friday of finals week.

## \* **Where do I find the finals schedule?**

Go to [catalog.oregonstate.edu](http://catalog.oregonstate.edu), under *Schedule of Classes* on the right side of the page is *Registration information*, open that tab and click on *Final Examination and Examination Policies*. There are several links in this menu; finals by meeting times, and group finals, as well as a lot of good information covering the policies regarding finals and group finals.

## \* **My class meets on Wednesday at noon, which is not on the spreadsheet. When is my final?**

At the bottom of the *'Final Examination Schedule by Class Meeting Times'* is the following information:

- A current example of a Monday final and the actual time of the final.
- A class having its first lecture on W or F will follow the M listing.
- A class having its first lecture on R or S will follow the T listing.
- Classes with start times "1700 or after" are listed above. (on the schedule)
- A class having its first meeting at a time not listed above will follow the T 1600 listing.

If a class meets Wednesday at noon, when is my final?

**Answer** – If a class meets W or F, follow the M listing.

## \* **When do finals show up in the schedule of classes?**

Week 5 is when the day and time for finals will show up on courses in the schedule of classes. We send out the finals email and grid (spreadsheet) the day after the finals are posted.

## \* **Why do I have to turn in a finals grid if I don't have any changes?**

To account for every department. Starting winter term, if we do not get your information by the deadline, we will presume you have no changes for your department. Late finals requests will not be accepted.

## \* **When will I see the room assignment for my final?**

End of week 8 is when edits are completed from the finals spreadsheets. We send out an email to let you know the rooms have been assigned, and to provide the link to find the group finals room information in web viewer.