

Athens Technical College

Final Exam Schedule

Spring Semester 2018

Final Exam Policy

- No time and date departures from the published examination schedule should occur without the prior approval of the Dean of the appropriate division and the Vice President for Academic Affairs.
- All students are responsible for meeting with their instructor regarding their final exam date for each class that they are enrolled in.
- All students are also responsible for making sure that all personal arrangements (job, child care, medical, dental and other appointments) are not scheduled to conflict with the final exam dates.
- Instructors are required to announce the date, time and location of the final exam as early as possible in the semester.

*Exceptions to the Exam Schedule

- If a class meets during a day / time that is not specifically listed on this schedule, the exam should be held during the exam day / time that is scheduled and closest to the actual class schedule.
- Final exams for **FSSE 1000, EMPL-1000 and ENGL-0989** will be held on the last day of class.
- Final exams for **ENGL 1101** will be held on the reading day, when available.
- Instructors giving final exams to Dual Enrollment students in a career academy or high school should make arrangements with the contact person of the career academy or high school.
- All questions regarding the final exam schedule should be directed to the division Dean.

Final Exam Schedule Conflicts

- Students with three or more final examinations scheduled within the same calendar day or two examinations scheduled at the same time may request to reschedule one exam to another scheduled exam day.
- As a reminder, final exams for Part of Term F are scheduled on days that Part of Term 1 classes are still in session. Part of Term L classes are still in session on Reading Day and during some of the Part of Term 1 final exams. Students are responsible for notifying their instructors if a conflict arises that requires a student to be in class during a scheduled final exam.
- Students with conflicts should talk with their course instructor first. The course instructor will consult with the Dean of the division, to find a resolution.

Make Personal Arrangements In Advance

- On the **first day of class**, all Students are responsible for meeting with their Instructor regarding their final exam date for each class that they are enrolled in, to avoid final exam conflicts or missing their final exam.
- Students are responsible for ensuring that all personal arrangements (Job, Child Care, Medical, Dental and Other Personal Appointments, or Priorities) are not scheduled to conflict with the final exam dates.

Spring Semester 2018 Final Exam Schedule* Full Semester Online Courses (Monday, January 8, 2018 – Monday, April 23, 2018) Exam Times for Online Courses Only

Final Exam Time	Wednesday, April 25	Thursday, April 26	Friday, April 27	Monday, April 30
7:30 – 9:30am	Online Sections	Online Sections	Online Sections	Online Sections
9:40 – 11:40am	Online Sections	Online Sections	Online Sections	Online Sections
11:50 – 1:50pm	Online Sections	Online Sections	Online Sections	Online Sections
2:00 – 4:00pm	Online Sections	Online Sections	Online Sections	Online Sections
4:10 – 6:10pm	Online Sections	Online Sections	Online Sections	Online Sections
6:15 – 8:15pm	Online Sections	Online Sections	Online Sections	Online Sections
8:20 – 10:20pm	Online Sections	Online Sections	Online Sections	Online Sections

*Please see your online course Instructor for designated final exam day / time.

Spring Semester 2018 Final Exam Schedule*

Full Semester Courses

(Monday, January 8, 2018 – Monday, April 23, 2018)

Hybrid, Web Enhanced and Lecture Courses Only

Final Exam Time	Wednesday, April 25	Thursday, April 26	Friday, April 27	Monday, April 30
7:30 – 9:30am	8:00am (MTWR, MWF, MW, M) (other start times to use the slot: 7:00am, 7:30am, and 8:30am)	8:00am (T, TR) (other start times to use this slot: 7:00am, 7:30am and 8:30am)	8:00am (R, F, RF) (other start times to use this slot: 7:00am, 7:30am, and 8:30am)	8:00am (W) (other start times to use the slot: 7:00am, 7:30am, and 8:30am)
9:40 – 11:40am	9:40am (MTWR, MWF, MW, M, W) (other start times to use this slot: 9:00am, 9:30am, 9:45am, 10:00am, 10:15am, and 10:30am)	9:40am (T, TR) (other start times to use this slot: 9:00am, 9:30am, 9:45am, 10:00am, 10:15am, and 10:30am)	9:40am (R, F, RF) (other start times to use this slot: 9:00am, 11:00am)	11:20am (MTWR, MWF, MW, M, W) (other start times to use this slot: 11:00am, 11:15am, 11:30am, 11:40am, and 12:00pm)
11:50 – 1:50pm	1:00pm (MTWR, MWF, MW, M) (other start times to use this slot: 1:15pm, 1:30pm, 2:05pm, 2:10pm, and 2:30pm)	1:00pm (T, R, TR) (other start times to use this slot: 1:05pm, 1:15pm, 1:30pm)	11:20am (T, R, TR, F, RF) (other start times to use this slot: 11:30am, 11:40am, 12:05pm, and 12:30pm)	1:00pm (W) (other start times to use this slot: 1:15pm, 1:30pm)
2:00 – 4:00pm	2:30 (MTWR, MWF, M) (other start times to use this slot: 2:00pm, 2:15pm, 2:20pm) 2:45pm)	2:30 (T) (other start times to use this slot: 2:00pm, 2:15pm, 2:20pm)	2:30 (R, TR, F, RF) (other start times to use this slot: 2:00pm, 2:15pm, 2:20pm)	2:30 (W, MW) (other start times to use this slot: 2:00pm, 2:15pm, 2:20pm) 2:45pm)
4:10 – 6:10pm	4:30pm (MTWR, MWF, MW, M) (other start times to use this slot: 3:45pm, 4:00pm, 4:45pm, 4:30pm, 4:45pm)	4:30pm (T, TR) (other start times to use this slot: 3:00pm, 3:45pm, 4:00pm, 4:25pm, and 4:30pm)	4:30pm (R, F, RF) (other start times to use this slot: 3:00pm, 3:45pm, 4:00pm, 4:25pm, and 4:30pm)	4:30pm (W) (other start times to use this slot: 3:45pm, 4:00pm, 4:45pm, 4:30pm, 4:45pm)

6:15 – 8:15pm	6:00pm (MTWR, MWF, MW, M) (other start times to use this slot: 5:00pm, 5:30pm, 5:35pm, 6:30pm, and 6:35pm)	6:00pm (T, R, TR) (other start times to use this slot: 5:00pm, 5:30pm, 5:35pm, and 6:30pm)		6:00pm (W) (other start times to use this slot: 5:00pm, 5:30pm, 5:35pm, 6:30pm, and 6:35pm)
8:20 – 10:20pm	7:40pm (MTWR, MWF, MW, M, W) (other start times to use this slot: 8:00pm)	7:40pm (T, R, TR) (other start times to use this slot: 7:30pm and 7:45pm)		

Spring Semester 2018 Final Exam Schedule*
1st Minimester Courses - First Part of Term "F"
(Monday, January 8, 2018 – Monday, February 26, 2018)
Hybrid, Web Enhanced, Lecture and Online Courses

Final Exam Time	Tuesday, February 27	Wednesday, February 28
7:30 – 9:30am	8:00am (T, R, TR, F) (other start times to use this slot: 7:00am, 7:30am and 8:30am)	8:00am (MTWR, MWF, MW, M, W) (other start times to use the slot: 7:00am, 7:30am, and 8:30am)
9:40 – 11:40am	9:40am (T, R, TR, F) ((other start times to use this slot: 9:00am, 9:30am, 9:45am, 10:00am, 10:15am, and 10:30am) Online Sections	9:40am (MTWR, MWF, MW, M, W) (other start times to use this slot: 9:00am, 9:30am, 9:45am, 10:00am, 10:15am, and 10:30am)
11:50 – 1:50pm	11:20am (T, R, TR, F) (other start times to use this slot: 11:30am, 11:40am, 12:05pm, and 12:30pm)	1:00pm (MTWR, MWF, MW, M, W) (other start times to use this slot: 1:15pm, 1:30pm, 2:05pm, 2:10pm, and 2:30pm) Online Sections
2:00 – 4:00pm	2:30 (T, R, TR, F) (other start times to use this slot: 2:00pm, 2:15pm, 2:20pm)	2:30 (MTWR, MWF, MW, M, W) (other start times to use this slot: 2:00pm, 2:15pm, 2:20pm, 2:45pm)
4:10 – 6:10pm	4:30pm (T, R, TR, F) (other start times to use this slot: 3:00pm, 3:45pm, 4:00pm, 4:25pm, and 4:30pm)	4:30pm (MTWR, MWF, MW, M, W) (other start times to use this slot: 3:45pm, 4:00pm, 4:45pm, 4:30pm, 4:45pm)
6:15 – 8:15pm	6:00pm (T, R, TR, F) (other start times to use this slot: 5:00pm, 5:30pm, 5:35pm, 6:30pm, and 6:35pm) Online Sections	6:00pm (MTWR, MWF, MW, M, W) (other start times to use this slot: 5:00pm, 5:30pm, 5:35pm, 6:30pm, and 6:35pm) Online Sections
8:20 – 10:20pm	7:40pm (T, R, TR, F) (other start times to use this slot: 7:30pm and 7:45pm)	7:40pm (MTWR, MWF, MW, M, W) (other start times to use this slot: 8:00pm)

Spring Semester 2018 Final Exam Schedule*

2nd Minimester Courses - Last Part of Term "L"

(Thursday, March 1, 2018 – Wednesday, April 25, 2018)

Hybrid, Web Enhanced, Lecture and Online Courses

Final Exam Time	Friday, April 27	Monday, April 30
7:30 – 9:30am	8:00am (MTWR, MWF, MW, M, W) (other start times to use the slot: 7:00am, 7:30am, and 8:30am)	8:00am (T, R, TR) (other start times to use this slot: 7:00am, 7:30am and 8:30am)
9:40 – 11:40am	9:40am (MTWR, MWF, MW, M, W) (other start times to use this slot: 9:00am, 9:30am, 9:45am, 10:00am, 10:15am, and 10:30am)	9:40am (T, R, TR) ((other start times to use this slot: 9:00am, 9:30am, 9:45am, 10:00am, 10:15am, and 10:30am) Online Sections
11:50 – 1:50pm	1:00pm (MTWR, MWF, MW, M, W) (other start times to use this slot: 1:15pm, 1:30pm, 2:05pm, 2:10pm, and 2:30pm) Online Sections	11:20am (T, R, TR) (other start times to use this slot: 11:30am, 11:40am, 12:05pm, and 12:30pm)
2:00 – 4:00pm	2:30 (MTWR, MWF, MW, M, W) (other start times to use this slot: 2:00pm, 2:15pm, 2:20pm) 2:45pm)	2:30 (T, R, TR) (other start times to use this slot: 2:00pm, 2:15pm, 2:20pm)
4:10 – 6:10pm	4:30pm (MTWR, MWF, MW, M, W) (other start times to use this slot: 3:45pm, 4:00pm, 4:45pm, 4:30pm, 4:45pm)	4:30pm (T, R, TR) (other start times to use this slot: 3:00pm, 3:45pm, 4:00pm, 4:25pm, and 4:30pm)
6:15 – 8:15pm	6:00pm (MTWR, MWF, MW, M, W) (other start times to use this slot: 5:00pm, 5:30pm, 5:35pm, 6:30pm, and 6:35pm) Online Sections	6:00pm (T, R, TR) (other start times to use this slot: 5:00pm, 5:30pm, 5:35pm, 6:30pm, and 6:35pm) Online Sections
8:20 – 10:20pm	7:40pm (MTWR, MWF, MW, M, W) (other start times to use this slot: 8:00pm)	7:40pm (T, R, TR) (other start times to use this slot: 7:30pm and 7:45pm)

*Late part of term classes which meet on Fridays only will give their final exams on Friday, April 27, 2018.