

**UNIVERSITY OF PITTSBURGH
SCHOOL OF NURSING**

**ACADEMIC POLICIES AND PROCEDURES FOR THE
UNDERGRADUATE PROGRAM**

TITLE OF POLICY: **EXAMINATIONS**

ORIGINAL DATE: June 28, 1976

LAST REVIEWED/REVISED: February 2004

POLICY: All students are expected to take examinations at the scheduled time. In the event of an extenuating circumstance, the student is required, prior to the examination, to obtain verbal or written approval from the instructor to be excused from the examination on the scheduled date. The student is responsible for rescheduling a make-up examination, which may be in an alternate format, at a time that is mutually agreed upon by the instructor and student.

An examination may not be retaken by a student for the purpose of improving a grade.

Approved by Faculty 6/76; 2/98
Reviewed 97-98, 00-01, 03-04
Revised 2/04
Revisions Approved by TFO 2/04