



Health Sciences
School of Nursing

ACADEMIC POLICIES AND PROCEDURES FOR THE UNDERGRADUATE PROGRAM

Examinations

Date Effective	June 28, 1976
Date Reviewed / Revised	January 2025
Program Level	Undergraduate

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.

PROCEDURE:

Refer to the instructor's course syllabus and instructions.

APPROVAL & REVISION HISTORY

Approved by Total Faculty Organization: 6/76, 2/98, 2/04, 11/09, 12/13

Reviewed 97-98, 00-01, 03-04, 09-10, 18-19, 21-22, 24-25

Revisions Approved by TFO 2/04, 11/09, 12/13, 1/16, 1/25