



FINAL EXAMINATION CONFLICT FORM

DATE: _____

I, _____ have three examinations scheduled on the same day or two examinations scheduled at the same time on the same day. The courses are:

It is the policy of UNC Charlotte that students having three examinations on the same day should be allowed to reschedule the middle examination. Students with two examinations scheduled at the same time on the same day should be allowed to reschedule one of the examinations. The make-up examination day and time should be arranged by mutual agreement between the instructor and the student.

To avoid confusion, it is suggested that the date and time of the rescheduled exam be noted below and that the student and instructor sign the agreement.

RESCHEDULED EXAM DATE & TIME: _____

INSTRUCTOR'S SIGNATURE: _____ Date: _____

STUDENT'S SIGNATURE: _____ Date: _____

This completed form should be retained by the student to present to the instructor at the time of the exam.

Further submission of the form is not required.

If none of the instructors are willing to reschedule, please contact the Departments associated with the courses and consult with a Department Chair. If there is still no resolution, visit the office of the Associate Dean for the respective courses.