Policies and Procedures

SECTION:  
Academic Concerns  

NO.  
4.1.8  

CHAPTER:  
General  

ISSUED:  
12/12/2023  

REV. A  

REV. B  

POLICY:  
Final Exams & Projects  

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PURPOSE
Creighton University exists for students and for learning. An integral part of the academic calendar to support students and their learning is the time set aside for final semester examinations, activities, and projects. While Creighton does not observe a period before Finals Week that is mandatorily and intentionally set aside for preparation for finals, the University does have a practice that discourages major examinations during the last regular week of classes of the term; brief quizzes or unit exams worth less than 25% of the total grade are acceptable.

Furthermore, the time allotted for final activities and/or exams is part of the calculated mandatory meeting time for classes that keeps Creighton University in compliance with its accreditors, and thus in compliance with federal governmental policies. Thus, the intent of this Final Exams & Projects policy is to prevent the moving of final exams and/or activities for lecture or discussion courses out of Finals Week and into the regular instructional period.

POLICY
If some form of final examination or activity is conducted in a synchronous Creighton University course, those final examinations or activities are to be held only during the approved and regularly scheduled final examination time. This can include a final project or assignment due at the time of the final examination.

Exceptions can be made for activity-based classes; these exceptions must be approved by the Dean’s Office of the College or School that offers this course prior to the start of the semester where the exception would occur.

SCOPE
This policy applies to all synchronous Creighton University courses.

AMENDMENTS OR TERMINATION OF POLICY
The University reserves the right to modify, amend or terminate this policy at any time.