



University of South Florida
Academic Space Planning & Assignment
Guide to Spring 2018 Final Exams- **Tampa Campus**

FINAL EXAM WEEK

Thurs April 26 READING DAY	Fri April 27 READING DAY	Sat April 28 BLOCK FINALS	Sun April 29 ONLINE FINALS	Mon April 30 STANDARD FINALS	Tues May 1 STANDARD FINALS	Wed May 2 STANDARD FINALS	Thurs May 3 STANDARD FINALS
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INSTRUCTIONS FOR FINAL EXAMS

For Instructors:

- Effective Spring 2016, two instructional days in Fall and Spring terms will be determined as Reading Days. Please consult the Academic Calendar for the designated days. <http://www.usf.edu/registrar/calendars/index.aspx> Students should not be assigned effort other than to prepare for their final examinations during these two days.
- If you have a conflict or a question, please contact the Academic Space Planning & Assignment at 813-974-2461 or by email at AskSpace@usf.edu.
- All review sessions must be scheduled BEFORE exam week begins.
- If a class does not meet at one of the time blocks listed on the matrix, the instructor should contact Academic Space Planning & Assignment by phone at 813-974-2461 or by email at AskSpace@usf.edu to obtain a room assignment. The instructor is responsible for notifying students of the scheduled exam time and assigned room.
- Common Finals MUST be scheduled only during the specified Block Examination periods on Saturday.
- When time-of-class examinations conflict, the course with the higher number will take priority. Instructors giving make up exams will make the necessary adjustments.
- Saturday classes must schedule their final exams directly with Academic Space Planning & Assignment.

Regional Institutions:

USF Sarasota-Manatee:

http://usfsm.edu/wp-content/uploads/2014/03/Spring_2014_Final_Exam_Schedule.pdf

USF St. Petersburg: <http://www.stpete.usf.edu/academics/documents/USFSPMATRIX.doc>

Revised 3/7/2018

BLOCK EXAMINATIONS

Block Examinations are scheduled below. Please check the course numbers to see the date and time of your Block Examination. Departments are responsible for the room assignments for their exams. Distance Learning instructors should contact the Academic Space Planning & Assignment Office for room assignments.

EXAM DATE	TIME	COURSES
Saturday, April 28	7:30am – 9:30am	ACG 2021 (day sections only), CHM 2046
	10:00am – 12:00pm	ACG 2071 (day sections; excludes sections 020 & 099), ARA 1121, CHM 2045, CHM 2210L, CHM 2211L, COP 3514, EGN 3311, FRE 1120, GER 1120, JPN 2221, RUS 1120, SPN 1120
	12:30pm – 2:30pm	ARA 2221, BCH 3053, CEN 3722, CHM 2023, EGN 1113, FRE 1121, GER 1121, ITA 1121, JPN 1121, LAT 1121, RUS 1121, SPN 1121
	3:00pm – 5:00pm	COP 4530, COT 3100, EEL 6597, EML 3035, MAC 2311, QMB 2100, SPC 2608
	5:30pm – 7:30pm	CHM 2210, CHM 2211, QMB 3200
	8:00 pm – 10:00 pm	MAC 2233, STA 2023
Sunday, April 29 (distance learning)	7:30am – 9:30am	ACG 5841.021, CEN 4031, EGN 3443.701
	10:00am – 12:00pm	ACG 6457.021, BSC 1005.700, COP 3515, COP 4610, ECO 1000.020, EEL 4854, PSY 2012.901
	12:30pm – 2:30pm	BSC 1020.799, BUL 5332.020, EGN 3615.701, FRE 1120.501, FRE 1121.501, PCB 3063.799, PCB 4234.799
	3:00pm – 5:00pm	COP 2513, EEL 6023, PCB 3023.799
	5:30pm – 7:30pm	BUL 3320.020
	8:00 pm – 10:00 pm	ACG 2071.020

All other classes not covered in the Block Examination Schedule will follow the matrix below.
Your examination will be held in the classroom your class normally meets in during the term.

EXAM DAY	EXAM TIME	MULTIPLE DAY PATTERNS	SINGLE DAY PATTERNS
Monday, April 30	7:30am – 9:30am	MW 8:00am – 9:15am	
	10:00am – 12:00pm	MW 11:00am – 12:15pm	
	12:30pm – 2:30pm	MW 2:00pm – 3:15pm	
	3:00pm – 5:00pm	MW 5:00pm – 6:15pm	
	5:30pm – 7:30pm	MW 6:30pm – 7:45pm	M 5:00 – 7:45pm, M 6:30 – 9:15pm
	8:00 pm – 10:00 pm	MW 8:00pm – 9:15pm	
Tuesday, May 1	7:30am – 9:30am	TR 8:00am – 9:15am	
	10:00am – 12:00pm	TR 11:00am – 12:15pm	
	12:30pm – 2:30pm	TR 2:00pm – 3:15pm	
	3:00pm – 5:00pm	TR 5:00pm – 6:15pm	
	5:30pm – 7:30pm	TR 6:30pm – 7:45pm	T 5:00 – 7:45pm, T 6:30 – 9:15pm
	8:00 pm – 10:00 pm	TR 8:00pm – 9:15pm	
Wednesday, May 2	7:30am – 9:30am	MW 9:30am – 10:45am	
	10:00am – 12:00pm	MW 12:30pm – 1:45pm	
	12:30pm – 2:30pm	MW 3:30pm – 4:45pm	
	3:00pm – 5:00pm		F 8:00am – 10:45am
	5:30pm – 7:30pm		W 5:00 – 7:45pm, W 6:30 – 9:15pm
	8:00 pm – 10:00 pm		F 11:00am – 1:45pm
Thursday, May 3	7:30am – 9:30am	TR 9:30am – 10:45am	
	10:00am – 12:00pm	TR 12:30pm – 1:45pm	
	12:30pm – 2:30pm	TR 3:30pm – 4:45pm	
	3:00pm – 5:00pm		F 2:00pm – 4:45pm
	5:30pm – 7:30pm		R 5:00 – 7:45pm, R 6:30 – 9:15pm
	8:00pm – 10:00pm	MAKE UP ALL	
Friday, May 4	Begins at 9:00am	GRADUATION	

IF YOUR MEETING DAY/TIME DOES NOT APPEAR ANYWHERE ON THE MATRIX, EMAIL THE OFFICE OF
ACADEMIC SPACE PLANNING & ASSIGNMENT at AskSpace@usf.edu TO REQUEST A ROOM FOR YOUR EXAM.