Exam Conflict Request Form

Name: ____________________  SU Email ____________________
(Please print legibly) (Please print legibly)

Read the back of the form before submitting your request. It has pertinent information about exam conflicts and alternate exam dates.

List all exams you are scheduled to take. In the “Move” box select the conflicting exam(s) that you want moved. As a note, your exam will be rescheduled to the next available day that there is not a conflict.

If you have a conflict caused by non-exams, such as work, family or religious responsibilities, please indicate those below in the “Notes” section.

<table>
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<tr>
<th>Course</th>
<th>Exam Date</th>
<th>Exam Time</th>
<th>Move</th>
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Notes:
____________________________________________________________________
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Return this form to the Registrar by April 16th @ 4:30 PM. You will receive confirmation of your rescheduled exam by end of day on April 21st.
REQUEST FOR RESCHEDULING CONFLICTING EXAM(S)

Academic Standards Code Rule 7.6 (see Student Handbook) provides that students may request a reschedule of an exam if it meets one of the following conditions:

1. Two exams in one day.
2. An evening exam followed by a morning exam.
3. Three exams in three days.

The conflicting exam must be taken during the next available exam period in which no conflict exists. Exams may not be rescheduled for earlier than the regularly scheduled exam.

COMPELLING CIRCUMSTANCES TO RESCHEDULE AN EXAM(S)

If you have compelling individual circumstances that you feel may justify the moving of a non-consecutive exam in your schedule, please write them on the “Notes” section and attach any documentation you might have to substantiate your circumstances. You can use additional pages if needed.