WHERE TO SEE FINAL EXAM TIMES

Final exams are viewable by Faculty in their MyCSUSM Faculty Center once they are assigned to classes. See screenshot at right.

Students can view their finals in their MyCSUSM Student Center.

Spring Finals go from Saturday to Thursday of finals week – see the appropriate Academic Calendar for Finals Dates.

Final exam times will no longer be available in a digital document format. Please view via your MyCSUSM or they can be searched in 25Live.

TIME BLOCKS FOR FINAL EXAMS

A two-hour examination period has been scheduled for each class that is meeting two or more hours per week, when the catalog indicates that a final is needed. Finals are scheduled in same classroom as the section meets during semester. Classes may NOT meet finals week during their regularly scheduled class meeting time. Final time periods for each day of finals week are the same and are displayed at left.

CHANGING FINAL EXAM

The Finals Change by Faculty Request Form may be completed to change final exam day, time, or location – a change or addition of a final exam time must be approved by the Dean of the College under which the course is taught and a survey of the students should be done to make sure they do not have conflicting finals. If you are requesting a time change, please copy and paste the email approval from your Dean’s Office in the comments box on the form. If you will not have a final time in-person during your final time, please fill out the Finals Change by Faculty Request Form, without the dean’s email, and select the “No In-Class Final (i.e. final paper/project instead of exam)” for type of change requested. This will then be displayed in both your own and your students MyCSUSM.

OTHER INFORMATION

- For those campus individuals that need a batch of class final exam times, use the PeopleSoft query: SMO_PAR_CLASSSSCHED_FINALS.
- See Final Exam Conflict Policy if you or your students have overlapping finals.
- Email acdsched@csusm.edu if there are any difficulties or additional needs in relation to final exams.