



## Final Exam Deviation Request

The Finals Deviation Request process is a tool intended to accommodate extraordinary situations that significantly hinder a student's ability to fulfill their academic responsibilities during final examinations. Please note that travel alone is not a reason for Finals Deviation Requests. Barring extenuating circumstances, these requests should be submitted prior to Finals Week. This policy aims for fairness and consistency, reserving the deviation process for unforeseen, uncontrollable circumstances.

CSC ID: \_\_\_\_\_ Student Name: \_\_\_\_\_

| Please list the course(s) you are requesting deviation from the scheduled time:   |            |                          |
|---|------------|--------------------------|
| <i>Course</i>   | <i>CRN</i> | <i>Instructor's Name</i> |
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| <i>Course</i>   | <i>CRN</i> | <i>Instructor's Name</i> |
| Please write a brief statement explaining why your final exam needs to be taken earlier:  |            |                          |
|   |            |                          |
| Please attach any supporting documentation you may have. Please note that all documents submitted will remain confidential. Email the completed request to <a href="mailto:chris.mcbeath@connorsstate.edu">chris.mcbeath@connorsstate.edu</a> . |            |                          |

*By submitting this request, I acknowledge that Final Exam Deviation requests are reviewed on a case-by-case basis. Submission of this document does not guarantee approval, and that additional documentation may be requested later.*

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Student's Signature Date