

# PEPPERDINE LAW

## Petition for Final Examination Schedule Change

Pursuant to § 6.13 of the Academic Policy Statement

1. Please read the attached Academic Policy Statement § 6.13, then select A or B below, and clearly state your reason for the requested change.

A. Permission to reschedule exam based on sub-section 6.13 (A.) of the Academic Policy Statement.

B. Permission to reschedule exam based on sub-section 6.13 (B.) of the Academic Policy Statement.

2. Petitions to change one of two exams scheduled for the same day must be filed by the seventh week of class.

**a. Please circle all of your final examinations on the attached final examination schedule.**

3. You must submit a separate petition for each examination that you would like to reschedule.

4. Students will be notified by Faculty Support 3-4 weeks before the final exam period begins.

Student Name (Print): \_\_\_\_\_ Email Address: \_\_\_\_\_@pepperdine.edu

Phone Number: \_\_\_\_\_  1L  2L  3L

Course Name: \_\_\_\_\_ Professor: \_\_\_\_\_ Date of Exam: \_\_\_\_\_

**All representations contained herein are true, accurate and complete to the best of my knowledge.**

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **Action by Administration:**

Course Name: \_\_\_\_\_

Length and Format of Exam: \_\_\_\_\_ M/C: \_\_\_\_\_ Essay: \_\_\_\_\_ Other: \_\_\_\_\_

Rescheduled Date: \_\_\_\_\_ Rescheduled Time: \_\_\_\_\_

Approval or Action by Academic Dean: \_\_\_\_\_ Date: \_\_\_\_\_

Received by: \_\_\_\_\_ Date: \_\_\_\_\_

Rev. 12 11 17

## Subsection 6.13 of the Academic Standards Policy

6.13 Exceptions to Scheduled Examination Policy: Students are required to take final examinations at the scheduled dates and times unless an exception is approved by the Academic Dean. Students should not make arrangements with their faculty or notify their faculty that their examination will be rescheduled; faculty cannot authorize any changes to the examination schedule. A student may be excused from scheduled exams only under the following circumstances:

- A. A student may petition for a rescheduled exam in the case of serious illness, personal hardship (such as the death or serious illness of a spouse, significant other, parent, child, sibling, grandparent or other close family member), accident or other emergency that arises during the examination period. The student requesting a rescheduled exam for such an emergency must have appropriate documentation demonstrating that the student was unable to take the examination at the scheduled time. In the case of an examination that is rescheduled for medical reasons, the student must be examined by a physician prior to or within 24 hours after the scheduled examination. Rescheduling in such genuine emergency situations beyond the student's control shall be governed as per below.
- B. A student may petition for a rescheduled exam if the student has two examinations scheduled on the same day. The student may take one examination at the scheduled time and the other examination either the day before or the day following the scheduled date for the examination. All requests to reschedule examinations must be made in writing using the printed form "Petition for Examination Schedule Change." All requests must be approved by the Academic Dean.

Examinations deferred under Section (A.) must be made up as soon as possible, but no later than three weeks after the end of the examination period. If a student cannot take the examination within that time, the student will receive an Incomplete in the course and will be required to take the examination the next time the course is offered.

Midterm and other interim exams may be rescheduled at the professor's discretion. The intent of this policy is to regulate only final exams.

APRIL 23 Last day of classes                      Finals April 30 – May 11  
 SPRING 2018 SCHOOL OF LAW FINAL EXAMINATION SCHEDULE

RESCHEDULING EXAMS

STUDENTS MAY NOT PETITION TO RESCHEDULE A FINAL EXAM UNLESS TWO FINAL EXAMS ARE TO BE TAKEN ON THE SAME DAY.  
 PETITIONS TO CHANGE ONE OF TWO EXAMS SCHEDULED FOR THE SAME DAY MUST BE FILED BY THE SEVENTH WEEK OF CLASSES.

|                 | MONDAY 4/30  | TUESDAY 5/1   | WEDNESDAY 5/2                                     | THURSDAY 5/3                                      | FRIDAY 5/4                              |
|-----------------|--|---|---|---|---|
| <b>8:30 AM</b>  | <b>Remedies</b><br>Cupp                                    | <b>Wills &amp; Trusts</b><br>Knaplund                     | <b>Criminal Procedure</b><br>McGoldrick           | <b>Remedies</b><br>Ogden                          | <b>Evidence</b><br>Muller               |
|                 | <b>Licensing</b><br>Gumer                                  |   | <b>Commercial Law Secured Trans.</b><br>Scarberry | <b>Acctg. &amp; Finance</b><br>Taha               | <b>American Legal History</b><br>Pushaw |
|                 | <b>Business Reorg. in Bankruptcy</b><br>Scarberry          |   |   | <b>Intl. Business Trans.</b><br>Childress         | <b>Intl. Criminal Law</b><br>Graffy     |
| <b>11:00 AM</b> | <b>Lawyering Nations...</b><br>Hunt in DC                  |   |   |   | <b>Copyright</b><br>Schwartz            |
| <b>1:00 PM</b>  | <b>Admin. Law</b><br>Muller                                | <b>Criminal Proc.</b><br>McNeal                           | <b>Federal Income Tax</b><br>McCarden             | <b>Contracts</b><br>Boliek<br>Helfand<br>McDonald | <b>Products Liability</b><br>Cupp       |
|                 | <b>Civil Rights</b><br>James                               | <b>Mergers &amp; Acquisitions</b><br>Anderson             | <b>Wills &amp; Trusts</b><br>Wendel               |   | <b>CA Civil Procedure</b><br>Schultz    |
|                 | <b>Employment Law</b><br>Schultz                           |   |   |   |   |
|                 | MONDAY 5/7   | TUESDAY 5/8   | WEDNESDAY 5/9                                     | THURSDAY 5/10                                     | FRIDAY 5/11                             |
| <b>8:30 AM</b>  | <b>Corporations</b><br>Anderson                            | <b>Constitutional Law Individual Rights</b><br>McGoldrick | <b>Community Property</b><br>Graffy               | <b>Evidence</b><br>Gash                           |   |
|                 | <b>1<sup>st</sup> Amendment Freedom of Speech..</b><br>Han | <b>Juvenile Rights</b>                                    |   | <b>Entertainment Law: Problems in TV Ind</b>      |   |
|                 | <b>Ethical Lawyering</b><br>Ogden                          | <b>Substance/Proc.</b><br>James                           | <b>Land Use Planning</b><br>VanMuyden             | Baqi  |   |
|                 |  | <b>Entertain – Music</b><br>M. Goodman                    | <b>Trademarks</b><br>Philpott                     |   |   |
|                 |  | <b>Ethical Lawyering</b><br>Cochran                       |   |   |   |
| <b>1:00 PM</b>  | <b>Criminal Law</b><br>Caldwell<br>Chase<br>McNeal         | <b>Sentencing &amp; Corrections</b><br>Wright             | <b>Workers' Comp</b><br>Rassp                     | <b>Property</b><br>Larson<br>Nelson<br>Wendel     |   |