

**Petition for Final Examination Schedule Change**

Pursuant to § 6.13 of the Academic Policy Statement

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

Student Name: \_\_\_\_\_ Email Address: \_\_\_\_\_@pepperdine.edu

Anticipated Graduation Date: \_\_\_\_\_  2L  3L Phone: \_\_\_\_\_

**Please read the attached Academic Policy Statement § 6.13, then select A or B below, and state clearly 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.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Please circle all of your final examinations on the attached final examination schedule. Indicate below which examination you are requesting to change.**

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

Date of Exam: \_\_\_\_\_ Time of Exam: \_\_\_\_\_

**You must submit a separate petition for each examination that you would like to reschedule.** If you are submitting multiple petitions, please list the other examinations that you are seeking to reschedule:

\_\_\_\_\_

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

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

\_\_\_\_\_

Action by Faculty Support:

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

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

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

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

**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.

# FALL 2016 SCHOOL OF LAW FINAL EXAMINATION SCHEDULE

Revised: 7/28/2016

	<b>Monday 12/5</b>	<b>Tuesday 12/6</b>	<b>Wednesday 12/7</b>	<b>Thursday 12/8</b>	<b>Friday 12/9</b>
<b>8:30 AM</b>	<b>Criminal Procedure</b> <i>McGoldrick</i> <b>First Amendment</b> <i>McDonald</i>	<b>Health Care Organization</b> <i>Larson</i>	<b>Public International Law</b> <i>Graffy</i> <b>Intellectual Prop. Survey</b> <i>Schwartz</i>	<b>Corporations</b> <i>Taha</i> <b>Int. Business Trans.</b> <i>Childress</i>	<b>Community Property</b> <i>Miller</i> <b>Entertainment Law</b> <i>Schwartz</i>
<b>1:00 PM</b>	<b>Criminal Procedure</b> <i>McNeal</i> <b>Asylum &amp; Refugee</b> <i>Einhorn</i> <b>Antitrust</b> <i>Boliek - LONDON</i>	<b>Federal Income Tax</b> <i>Popovich</i>	<b>Constitutional Structure</b> <i>McDonald</i> <i>McGoldrick</i> <i>James</i> <b>Public International Law</b> <i>Aughey - LONDON</i>	<b>Employment Law</b> <i>Schultz</i>	<b>Remedies</b> <i>Scarberry</i> <b>Int. Comm. Arb.</b> <i>Gregoire - LONDON</i>
	<b>Monday 12/12</b>	<b>Tuesday 12/13</b>	<b>Wednesday 12/14</b>	<b>Thursday 12/15</b>	<b>Friday 12/16</b>
<b>8:30 AM</b>	<b>Wills and Trusts</b> <i>Knaplund</i> <b>International Tax</b> <i>Johnson</i> <b>Education Law</b> <i>James</i> <b>Election Law</b> <i>Muller</i> <b>Real Estate Trans.</b> <i>Kublicki</i>	<b>Commercial Law - Sales</b> <i>Scarberry</i>	<b>Evidence</b> <i>Goodman</i>	<b>Fed. Estate &amp; Gift Tax</b> <i>Caron</i> <b>Patent Law</b> <i>Philpott</i> <b>Arbitration Law</b> <i>Helfand</i>	
<b>1:00 PM</b>	<b>Civil Procedure</b> <i>Ogden</i> <i>Childress</i> <i>Goodno</i> <b>CA Family Law Prac.</b> <i>Petersil</i> <b>Int. Invest. Disputes</b> <i>Bastin - LONDON</i>	<b>Federal Courts</b> <i>Pushaw</i> <b>Community Property</b> <i>Popovich</i>	<b>Evidence</b> <i>Muller</i> <b>European Union Law</b> <i>Turk - LONDON</i>	<b>Torts</b> <i>Han</i> <i>Cupp</i> <i>Gash</i> <b>Real Estate Finance</b> <i>Wendel</i> <b>Corporations</b> <i>Boliek - LONDON</i>	

## 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

Every effort has been made to avoid conflicts between required courses and in the final exam schedules. As noted above, final exams will not be rescheduled unless a student has two final exams scheduled in the same day. Therefore, it is important for you to pay attention to the final exam schedule when you are selecting your courses. For additional details concerning the law school final exam policies see the Academic Policy Statement (Section 6) at

<http://law.pepperdine.edu/current-students/academic-policy-forms.htm>