

TRITON COLLEGE BOARD POLICY

**BOARD OF TRUSTEES, DISTRICT 504**

**ACADEMIC AFFAIRS**

**TEACHERS' FINAL EXAMINATIONS/  
EVALUATIONS**

**POLICY 6120**  
**ADOPTED: 06/25/91**  
**AMENDED: 11/20/01**  
**AMENDED: 08/22/23**

Triton College requires that all teachers administer a final examination/evaluation in each class.

A final examination schedule will be published each semester. Teachers are required to follow the examination schedule. Non-written final examinations must have prior approval by the appropriate dean.

The following are acceptable reasons for allowing a student to take a final examination on a date other than the published date.

1. Illness of the student
2. Accidents
3. Death in the immediate family
4. Military obligations
5. Other adverse events

The student is required to submit their request through written documentation. The teacher will determine a different time and date when a student may take a final examination.