

MA 162 - Alternate Exam Request Form Fall 2014

For Exams 1, 2, and 3, you may take an alternate exam if and only if:

- (1) you have another class during the scheduled exam -OR-
- (2) you have a university excused absence, (see 5.2.4.2 in Part II Section V of Student Rights and Responsibilities - the acceptable reasons are also listed on the syllabus)

If you need an alternate exam, print this page, fill it out, and return it to Dr. Kremer at least ONE WEEK prior to the exam. Failure to meet this deadline will result in a 10 point penalty on your exam except under exceptional circumstances. After verifying your conflict, you will receive an email from Dr. Kremer either confirming that you are allowed to take an alternate exam or denying your request.

Name:

E-mail Address:

Section:

TA:

Exam Conflict: (If the conflict is another course, please include the course number and section so I can verify your conflict.)

Alternate Exam Time (Circle One):

- Monday 7:30PM - 9:30PM
- Tuesday 8:00AM - 10:00AM
- Tuesday 11:00AM - 1:00PM

Signature of Student: _____

Signature of Instructor: _____