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OFFICE OF THE REGISTRAR

November 18, 2024

Dear AUB Faculty Members,

We hope that you are keeping safe.

Please note that the Fall 2024-25 final examination schedule is now posted at the following links:

By Date

By Course

We would like to draw your attention to the following important features of this schedule:

- Based on the calendar changes approved by the university Senate and communicated <u>here</u>, the number of final examination days has been reduced from eleven to seven.
- Each final examination period will be ninety minutes long with a one-hour break between consecutive examination periods.
- The number of examination periods within a day have been adjusted so that the exams can end by 5:00 pm.
 - o 8:00 am-9:30 am
 - o 10:30 am-12:00 pm
 - o 1:00 pm-2:30 pm
 - o 3:30 pm-5:00 pm
- The final examination schedule ensures that students have no more than two exams on any given day.
- All final examinations must be held in-person. For additional important guidelines about the final examinations during these exceptional times, please review the university's earlier communication here.

For students who are outside the country, the university is currently working on a plan to have a certain number of testing centers established with regional and international partners where students can do their final examinations. Your Faculty/School Academic Continuity Team will be communicating with you about this initiative as the work progresses.

As you can imagine, with over 9,000 students attending courses at AUB, final exam scheduling presents an optimization challenge. Respecting the schedule will ensure a smoother final examination period. We apologize in advance for being unable to accommodate any preferences or changes to the day or time of the final examinations.

If you have any questions, please contact regist@aub.edu.lb.

Thank you for your collaboration and understanding.

Kind regards,

Office of the Registrar