

College of Arts and Sciences

Office of the Dean

THE UNIVERSITY OF
ALABAMA
ARTS & SCIENCES

American Studies

Anthropology

Art

Biological Sciences

Chemistry

Communicative Disorders

Criminal Justice

English

Geography

Geological Sciences

History

Mathematics

Modern Languages and Classics

Music

New College

Philosophy

Physics and Astronomy

Political Science

Psychology

Religious Studies

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4-30-11

MEMO

To: STUDENTS AND INSTRUCTORS IN THE COLLEGE OF ARTS AND SCIENCES

FROM: Dean Robert Olin

RRO

Re: End of the Semester Spring 2011

In response to the broad disruptions that the tornado disaster has had on our students, **the University ended the spring semester on Wednesday, April 27.** The University has sent out a message that students have the option of accepting their existing grades as of April 27, or they can take a final exam at a later date. The purpose of this memorandum is to clarify these details.

Many of our students, faculty and staff have endured severe hardships. Some have lost their lives, some of have lost their homes, cars and all of their personal possessions. The University is strongly encouraging students that are living in residential housing to leave immediately. Hence, due to these facts and the notification from the University of ending the semester last Wednesday, faculty **may not** require or accept additional course work after April 27, 2011.

Instructors in the College must post existing grades by May 10 according to the regular end of semester procedure. Students will then have until May 27 at 4:45 p.m. Central time to request to take a deferred final exam. That request will be made electronically to the Office of the Dean, which will notify all instructors of such requests. The College in a separate notification will inform students of this procedure. **The Deferred Final Exam Request Form will be available on Wednesday, May 4** and will be found at that time on the College's web site at <http://www.as.ua.edu/Deferred-Final-Exam-Form>.

Deferred exams will be given during the previously scheduled deferred exam period, June 1-June 9, 2011. Scheduled times for deferred exams are posted on the Office of the Registrar's web site at <http://registrar.ua.edu/academics/final-exam-schedule-d>. So that students who have left Tuscaloosa can choose a deferred exam, the exam must be given in an online format so that students can

take the exam from anywhere. The College's E-Tech staff will work with all faculty to assist in this on-line delivery of the exam.

Some faculty assigned major papers, etc. that were due at the end of the semester. These written major assignments should be turned in during the new final exam period too.

The College will provide additional updates as they come available. Interim Term will be offered as scheduled.

I truly appreciate your understanding in these difficult and trying times.