

# FINAL EXAMINATION CHANGE REQUEST

Midwestern Baptist Theological Seminary  
Registrar's Office

A student having three or more final examinations scheduled on the same day may request to postpone an exam(s) to another final exam day and time. Seminary policy prohibits the taking of final examinations early. Exams may only be rescheduled with the approval of the course professor and the Registrar. The change in the final exam day and time is effective only after this completed form is returned to the Registrar's Office.

Name: \_\_\_\_\_ ID#: \_\_\_\_\_

Term: \_\_\_\_\_ Major: \_\_\_\_\_ Campus Box: \_\_\_\_\_  
(FA-, JAN-, SP-, SU-/Year)

Course for which a change in the final examination schedule is requested:

Course: Number: \_\_\_\_\_ Section: \_\_\_\_\_ Title: \_\_\_\_\_

Professor: \_\_\_\_\_ Credit Hours: \_\_\_\_\_

List the courses for exams that are scheduled on the same day:

Course Num	Section	Title	Professor	Exam Period
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

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**HAVE THE COURSE PROFESSOR COMPLETE THIS PORTION OF THE FORM AND THEN RETURN THE FORM TO THE REGISTRAR'S OFFICE:**

Professor's Approval: \_\_\_\_\_  
Signature date

Exam Rescheduling Info:  
Date: \_\_\_\_\_ Time: \_\_\_\_\_  
Place: \_\_\_\_\_

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Registrar's Approval: \_\_\_\_\_  
Signature date