

2021 Winter Term 2 Final Exam Timeline:

ACTION REQUIRED	TIME	DATE	ACTIONS
OPENS		November 12, 2021	SISC Exam Request Tab (UBCO Exam Request Tab User Guide)
DEADLINE	1530	January 19, 2022	Departments to enter exam requests via the SISC Exam Request Tab
	1630	January 19, 2022	Scheduling Services to distribute Exam Tab Report
		January 20, 2022	Departments to verify all required exam requests appear correctly in the Exam Tab Report (request not appearing in the report will not be scheduled)
Deadline	1600	January 21, 2022	Departments to ensure all exam errors have been corrected and missing exam requirements have been entered in the SISC Exam Tab
DEADLINE	1600	January 21, 2022	Requesting Special Accommodation. For information on the process click here
		January 24, 2022	Scheduling Services to distribute final Exam Tab Report
		February 7 - 11, 2022	Departments to review draft exam schedule
DEADLINE		February 11, 2022	Exam revision requests sent to Scheduling Services via UBCO Exam Scheduling Change Request Form (form is not active until February 7)
		February 18, 2022	Exam Schedule Published
		TBA	Scheduling Services to begin Gymnasium Exam Coordinators hiring process
		TBA	Scheduling Services to coordinate Gymnasium schedule and distribute to departments in preparation for exams