

Exam Conflict Form



For centrally administered exams in December and April

Return form to Exams Office – Gordon Hall, Room 110

Firm deadline: November 7 (Fall) and March 7 (Winter)

Last name: _____	First name: _____
Student ID: _____	Queen's email: _____@queensu.ca

OFFICIAL EXAM CONFLICT:

An official exam conflict consists of:

- 2 exams at the same time – *One exam will be moved to the next exam slot.*
- 3 consecutive exams - *3 exams containing consecutive 9 am, 2 pm and 7 pm scheduled exams. See website for details (address below).*

* No other conflicts are considered an official academic conflict requiring an exam to be rescheduled.

RELIGIOUS OBSERVANCE CONFLICT:

A religious conflict is deemed to exist when a student is unable to attend a regularly scheduled exam due to a concurrent religious observance.

All requests for religious observance conflicts are confirmed by the Exams Office with the Office of the Chaplain.

Religious observance & date:

Please list all final exams in which you have a conflict

(it is your responsibility to check the date, time and course number of each exam):

Course & Section (Example: PSYC 100, Sec 001)	Date & Time of Exam (Example: Dec 12 @ 9 am)	Comments

Student Signature: _____ Date: _____

The personal information on this form is collected under the authority of the Royal Charter of 1841, as amended. The information collected will be used by the Office of the University Registrar to process your request as identified on this form. For more information, please contact the Office of the University Registrar, Faculty Services, Queen's University, Gordon Hall Room 110 (74 Union Street) Phone: (613) 533-2101 exams@queensu.ca <http://www.queensu.ca/registrar/currentstudents/exams/conflicts.html>