DEFERRING A FINAL EXAM
Department of Ocean Sciences

What are the rules for deferring a final exam?
The regulations for deferring a final exam are published in the University Calendar: Exemptions From Final Examinations and Procedures for Applying to Write Deferred Examinations. Please consult them for general procedures and important deadlines.

How do I apply to write a deferred final exam?
You must complete an application for a deferred examination, which can be obtained from the Department’s Main Office (contact dinkpen@mun.ca) or website (click here). You will be required to provide supporting documents (see examples below) to verify your request, along with the application form; please send the application package to undergrad@mun.ca

- For anything health related, you will need to submit a Student Health Certificate (click here).
  - In the case of sudden illness, you must demonstrate that you were treated on the day of the examination for the illness that caused you to miss the exam. Your medical history is not required, BUT the justification must be sufficiently informative to support your request. "Student X was sick. Please excuse him/her from his/her exam" will NOT be sufficient.
  - In the case of ongoing illness, the certificate must clearly indicate that you have been under medical care continuously, for a period covering the date of the exam.
- In the case of bereavement, an obituary notice from the newspaper or some other statement showing your relationship to a deceased family member should be provided.

If you have three exams which from the start of the first to the end of the third is 24 hours or less, University regulations allow you to defer the middle exam. For requests to defer the middle exam of three in 24 hrs, you must provide a copy of your personal exam schedule which you can prepare using StudentWeb.
When will the deferred final exam be held?

Deferred exams are usually scheduled before or during the first week of classes of the following semester.

Deferred exams for FALL semester courses are typically scheduled during the first week of classes in the Winter semester. NOTE that some instructors may schedule their exams before the start of classes and you may have to return to St. Johns early to write the exam.

Deferred exams for WINTER semester courses are typically held in the last week of April or first week of May and nearly always before the start of spring semester classes.

Is the format of a deferred exam the same as the original exam?

Deferred exams will be similar in length and in difficulty to the original exams. However, the format and content will not necessarily be the same as that of the original exam. You will need to check with your course instructor to determine the format of a particular exam.