

READING PERIOD POLICY

Rationale

A reading period is defined as a period of time set aside for study for final exams. University sanctioned reading periods are incorporated into the university calendar in an effort to provide students with additional examination preparation time before the commencement of final examination week.

Statement of Policy

Faculty may not give an examination or an assignment in lieu of an exam on those days. The two calendar days before the start of examinations in the fall and spring semesters are designated the reading period, which may change from time to time. No classes or exams are held on these days except in the case of programs with normally scheduled class meeting. Instead, students are encouraged to use these days for study and review. There is no reading period in the summer terms because examinations are given during regular class periods. Faculty who wish to conduct study sessions during the reading period may do so if, and only if, these study sessions are offered on a voluntary basis, no attendance is taken, and no new information is introduced. Final examinations shall be offered as officially scheduled, and not during university-sanctioned reading periods.

Campus Space during reading periods may only be scheduled for optional student and class review sessions. Campus space may not be scheduled during reading periods and final examination days for required class review sessions, early final examinations, club meetings, social activities, or any gatherings not specifically for review or study of the semester's academic work. Off-campus activities are also prohibited during the reading period. Anyone who violates this policy will be subject to the appropriate disciplinary action.

Effective Date: This policy becomes effective upon adoption by the Board of Trustees.

Adopted: This the 17th day of June, 2011

F. Scott Bauer
Chairman, Board of Trustees
Winston-Salem State University

Debra B. Miller
Secretary, Board of Trustees
Winston-Salem State University