

Pratt Institute

**FINAL EXAM CONFLICT RESOLUTION**

A Final Exam Conflict is defined as when a Final Exam and Studio Critique are scheduled at the same time.

Students may contact instructor(s) informally to resolve an exam conflict.

Final Exams in conflict are to be taken on the designated Exam Conflict Day listed in the Academic Calendar.

Submit completed and signed form to Registrar's Office two weeks before the Exam Conflict Day.

Student Name			Pratt ID
<b>FINAL EXAMS / STUDIO CRITIQUES IN CONFLICT</b>			
Course Number and Section	Course Name	Final Exam Day and Time	Instructor
Course Number and Section	Course Name	Final Exam Day and Time	Instructor
<i>I understand that completing this form is not a guarantee that my request will be granted. I understand that completing the final exam is my responsibility.</i>			
Student Signature			Date

Please submit this form to the Office of the Registrar in person or by email. Myrtle Hall, 6<sup>th</sup> Floor. [reg@pratt.edu](mailto:reg@pratt.edu)

Signature of Registrar Official	Date
Signature of Department Chairperson	Date
Signature of Dean	Date
<b>Time and Location of Make-up Exam:</b>	