

**Faculty Handbook 10.6.4 Dead Week Policy (current)****10.6.4 Dead Week Policy**

For each Fall and Spring semester, the last full week of classes before final examinations is designated as Dead Week. The intent of this policy is to establish a one-week period of substantial and predictable study time for undergraduate students. During the Dead Week period, regular lectures are expected to continue, including the introduction of new content, as deemed appropriate by the instructor. The restrictions established by this Dead Week policy are:

- Due dates for mandatory graded submissions of any kind that fall within Dead Week must be listed on the syllabus provided at the start of the course.
- Mandatory final examinations may not be given during the Dead Week period except for laboratory courses or courses that meet weekly and for which there is no contact during the normal final examination week.
- Registered ISU Student Organizations may not hold any meetings, functions, or sponsored events during the Dead Week period. Any exception to these restrictions must be authorized in advance by the Office of the Senior Vice President for Student Affairs.

## 10.6.4 Dead Week Policy (PROPOSED CHANGES bolded)

For each Fall and Spring semester, the last full week of classes before final examinations is designated as Dead Week. The intent of this policy is to establish a one-week period of substantial and predictable study time for undergraduate students. During the Dead Week period, regular lectures are expected to continue, including the introduction of new content, as deemed appropriate by the instructor. The restrictions established by this Dead Week policy are:

- Due dates for mandatory graded submissions of any kind that fall within Dead Week must be listed on the syllabus provided at the start of the course.
- Mandatory final examinations may not be given during the Dead Week period except for laboratory courses or courses that meet weekly and for which there is no contact during the normal final examination week.

• **AMENDMENT**: No **in-class** quizzes, tests, or exams may be given on the **final** Thursday and Friday of **the semester** **Dead Week**. **Quizzes/exams that are administered outside of class such as take-home exams, online exams, or exams given in the testing centers must: 1) open no later than Wednesday at noon of Dead Week, and 2) Only cover material presented on or before the Tuesday of Dead Week. Presentations and Projects that have been on the syllabus for the semester can be given on these two days.**

**Exceptions to this policy include the following:**

- **Classes that only meet on Thursdays or Fridays**
- **Lab components of courses**
- **Half-semester courses**
- **Make-up exams due to excused absences**
- **Regularly used formative assessments intended to enhance student engagement and guide course delivery**
- **Tests that take place in the testing centers may open no later than Wednesday and may be available through Friday**

**All other exceptions require approval by the Office of the Senior Vice President and Provost.**

- Registered ISU Student Organizations may not hold any meetings, functions, or sponsored events during the Dead Week period. Any exception to these restrictions must be authorized in advance by the Office of the Senior Vice President for Student Affairs.

## 10.6.4 Dead Week Policy – Clean Version

For each Fall and Spring semester, the last full week of classes before final examinations is designated as Dead Week. The intent of this policy is to establish a one-week period of substantial and predictable study time for undergraduate students. During the Dead Week period, regular lectures are expected to continue, including the introduction of new content, as deemed appropriate by the instructor. The restrictions established by this Dead Week policy are:

- Due dates for mandatory graded submissions of any kind that fall within Dead Week must be listed on the syllabus provided at the start of the course.
- Mandatory final examinations may not be given during the Dead Week period except for laboratory courses or courses that meet weekly and for which there is no contact during the normal final examination week.
- **No in-class quizzes or exams may be given on the Thursday and Friday of Dead Week. Quizzes/exams that are administered outside of class such as take-home exams, online exams, or exams given in the testing centers must: 1) open no later than Wednesday at noon of Dead Week, and 2) only cover material presented on or before the Tuesday of Dead Week.**

***Exceptions to this policy include the following:***

- ***Classes that only meet on Thursdays or Fridays***
- ***Lab components of courses***
- ***Half-semester courses***
- ***Make-up exams due to excused absences***
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***All other exceptions require approval by the Office of the Senior Vice President and Provost.***

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