

Important Dates:

- Nov. 30-Dec. 4 - onsite study available at BSMCON
- Nov. 30-Dec. 4 - graduating senior examination period
- Dec. 7-11 - final examination period

Exam Planning Checklist

- **Start by gathering important information: Answer the following questions for each of your classes. If you are uncertain about any of the answers to these questions, now is the time to email your professor to find out!**
 - **Do I have a final exam or project?**
 - **For a project make a completion plan.**
 - **Is my exam timed?**
 - **Can I start, stop and come back to the exam, or do I need to complete it in one sitting?**
 - **Is there a specific date and time, or a window of time from which I can choose?**
 - **What resources can I use?**
 - **Make sure you have all the resources allowed (e.g. calculator, textbook, notes), if your instructor has said that it is OK to use these resources during the exam.**
 - **Use tabs to index your book or notes to make it faster to access the information**
 - **Is it cumulative? Cumulative means all the information from the whole semester will be covered.**
 - **Write down when, where and how long your exams are on a calendar. Share the schedule with your family and roommates so they know not to disturb you.**
 - **Use this [exam planning sheet](#) to make a study plan for each class. You want to have separate sheets for each class, and you might need a couple for a class with a cumulative exam.**
 - **Plan out your studying using your exam date as your deadline. Remember, studying in multiple short chunks of time each day is better for learning than rushing all night long at the end.**
 - **[PASS](#) will continue to be available through finals — remember, you can use this service as often as you would like until the week of exams. Last date for PASS services is 12/3/2020.**
 - **Review your faculty office hours and use them to review information you might not fully understand or you know you missed on previous exams.**
 - **Find a quiet space with reliable internet access to study and take your exam(s). If there isn't a quiet space at home, find a public library or nearby school with public Wi-Fi, or for students in the greater Richmond area, reserve a [private room at the College to study](#).**
 - **Get plenty of sleep the night before your exams, log into the exam site a few minutes early, and get ready to use all that you have learned this semester!**