Spring Semester 2014
Final Examination Schedule
Final Papers Deadlines

*****All Graduating Students: All Final papers, including independent studies, theses, PhD seminar papers, are due no later than 4:30 p.m., Friday, May 9, 2014.

Final Master Papers Submission - See Handbook 6.9.8.1
All spring semester final papers (non-graduates only) are due no later than 4:30 p.m., Monday, May 12, 2014.

All students are required to submit final papers via electronic submission to the course blackboard “Final Paper Dropbox.” Electronic submission of papers is a necessary element of the seminary’s assessment programs. Select "Submit" ONLY (do NOT select "Save as Draft"), name your paper using the words FINAL PAPER, upload your paper and press "Submit." Make sure that you press “Submit” otherwise your paper is not submitted. Detailed instructions are available in the Blackboard course Final Paper Dropbox window.

Field Education Reports are to be submitted to the Field Education Office no later than 4:30 p.m. Monday, April 28, 2014. Students must post their appraisal to Blackboard and also drop off a hard copy to the Field Education Office.

Th.M. Theses, MDiv Theses and Independent Studies
Theses and independent study papers (non-graduates only) are due no later than 4:30 p.m., Monday, May 12, 2014. (*****For all graduates – papers are due no later than 4:30 p.m., Friday, May 9, 2014.) Note: There are no Blackboard Final Paper drop boxes for special course papers (theses and independent studies.) Students are to submit these papers directly to the instructors or, if not possible, students may submit these to the Registrar’s Office.

Ph.D. Seminar Papers Submission
Graduating MDiv or ThM students, enrolled in doctoral seminars, must submit final papers no later than 4:30 p.m. on Friday, May 9, 2014. All final papers for Ph.D. seminars for non-graduates are due no later than 4:30 p.m., Monday, May 12, 2014.

Late Papers:
Papers that are late must be submitted directly to the Associate Dean of Academic Administration, in the Office of Academic Administration, located in Administration Building. Papers will be marked down one letter grade per each day late, see Handbook, 6.9.8.2 and 6.9.8.3. (Faculty may not accept papers past the above final paper deadline.)


Examination Conflicts: If two of your final exams are scheduled for the same day/same time, contact the Registrar, registrar@ptsem.edu no later than Wednesday, April 16.


**FINAL EXAMINATIONS**

**Tuesday, May 6, 9:00 a.m. to 12 noon Final Examination**
NT2101 Introduction to the New Testament – Stuart 1, 2, 3, 4

**Tuesday, May 6 from 2:30 to 5:30 p.m. Final Examination**
CH3218 Women Leaders of the Medieval Church – Stuart 3 and 4
CH1130 Survey of Christianity Since the Reformation – Stuart 1

**Wednesday, May 7 from 9:00 a.m. to 12:00 p.m. Final Examinations**
OT1152 Introductory Biblical Hebrew
  Section A – Lapsley – Stuart 3; Section B – Rainey – Stuart 1
NT1152 Introduction to New Testament Greek – Stuart 4

**Wednesday, May 7 from 2:30 to 5:30 p.m. Final Examination**
WR3129 The Psalms in Christian Worship – Gambrell Room and Miller Chapel

**Thursday, May 8 from 9:00 a.m. to 12:00 p.m. Final Examinations**
OT3300 Introduction to English Bible Exegesis: Genesis (Presentations) – Stuart 1
TH2100 Systematic Theology – Stuart 3 and 4

**Thursday, May 8 from 2:30 to 5:30 p.m. Final Examinations**
OT3333 Introduction to the Prophets – Stuart 3
OT/NT3409 Introduction to the Greek Old Testament – Stuart 4

**Friday, May 9 from 9:00 a.m. to 12:00 p.m. Final Examination**
NT/OT3480 Biblical Theology and the Practice or Ministry (Presentations) – Stuart 1
CH3440 Spirituality of War – Stuart 5 and 6

**Friday, May 9 from 2:30-5:30 p.m. Final Examination**
DP1201 Presbyterian Church Polity – Stuart 3

**Friday, May 9, 4:30 p.m. Final Papers for All Graduating Students**
All graduates’ final papers, including independent studies, theses, PhD seminars are due no later than 4:30 p.m., Friday, May 9, 2014.

**Monday, May 12 from 9:00 a.m. to 12:00 p.m. Final Examination**
Examination Conflicts and rescheduled examinations

**Monday, May 12, 4:30 p.m. Final Papers for All Non-Graduating Students**
All final master papers are due no later than 4:30 p.m., Monday, May 12, 2014.

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**Beyond Term Time Extensions** *(2013-2014 Handbook)*
6.9.3. Beyond-Term-Time Extensions
When unusual circumstances prevent a student from completing course requirements within-term-time, to avoid a failing grade, the student must submit a petition for an extension beyond-term-time. A petition with supporting reasons for the extension must be filed for every course in which work will not be completed. Petitions must be submitted to the associate dean for academic administration. The associate dean for academic administration may require the student to meet with the dean of student life prior to taking action on the petition. Petitions for beyond-term-time extensions should be entered as early as circumstances permit, but not later than twenty-four (24) hours prior to the end-of-term. (See §6.5.4.2.).

Spring Semester Final Exams and Final Papers Schedule
6.9.4. Acceptable Reasons for Beyond-Term-Time Extensions
Requests for beyond-term-time extensions for the presentation of required work may be granted for reasons that fall within the intent of the following example guidelines: (1) A verified illness, accident, or other incapacitating condition that can be shown to effect the completion of requirements. (2) A family crisis, requiring the student to divert attention from academic pursuits for a prolonged period of time. (3) The impossibility of travel on the date of the final examination, or some other unavoidable situation, which prejudices the timely completion of requirements. (4) The expansion of a research topic beyond the bounds originally contemplated by the student and the instructor. This applies, however, only where clear efforts have been made during term-time to bring the topic within more workable limits. (5) The introduction of class requirements so late in the semester that their timely completion would prejudice the quality of work submitted in other classes.

Requests for beyond-term-time extensions will not be granted to offset the effects of tardiness in undertaking required projects, of minor illness during term-time, of the pressure of outside work for which other and more appropriate alleviating steps were not taken, and of the ordinary inconveniences of life that a well-organized schedule should be able to absorb.