

# Viewing Final Exams and Papers Policy

## ROWAN UNIVERSITY POLICY

**Title:** *Viewing Final Exams and Papers Policy*

**Subject:** *Academic Affairs*

**Policy No:** *AA: 2015: 18*

**Applies:** *University-Wide*

**Issuing Authority:** *Provost / Senior Vice President for Academic Affairs*

**Responsible Officer:** *Deans*

**Adopted:**

**Last Revision:** *08/01/2015*

**Last Reviewed:** *08/01/2015*

### I. PURPOSE

The purpose of this policy is to outline when students can view their final exams and papers.

### II. ACCOUNTABILITY

Under direction of the Provost, all Deans and Department Chairs shall implement this policy and all faculty shall ensure compliance with the policy.

### III. APPLICABILITY

This policy applies to all students of Rowan University.

### IV. POLICY

Faculty members have the responsibility of making final exams and papers accessible to students for viewing for a period of one semester after a final grade has been issued, or when an Incomplete becomes a final grade.