



How to Understand the FINALS (CEP) WEEK SCHEDULE When Using the TESTING CENTER

During Finals (CEP) Week, the Testing Center at Student Accessibility Services has extended hours to accommodate your exams.

You should be following the Official Finals (CEP) Week Schedule when making a seat reservation for your exams so that we may accommodate as many students as possible in our limited space. For example, if your exam is scheduled for the 7:40am - 9:30am CEP Time Block, you should make a seat reservation for 7:40am, not 8:00am or any other time that is not 7:40am.

Your individual accommodations for extended time on your exams (1.5, 2.0) will determine which CEP Time is **the latest** CEP Time that you may reserve a seat to begin your exam in the Testing Center.

The tables below, along with the Official Finals (CEP) Week Schedule will assist you in making a seat reservation for your exams. Your Instructors have received this information as well.

**The Testing Center is open from
 7:30AM to 5:00PM Monday through Thursday
 during Finals (CEP) Week.
 All exams must be completed by 5:00pm.**

Students with the 1.5 Time Extension

Students with the 2.0 Time Extension

If your exam falls into the following CEP Time Blocks, reserve a seat for that CEP Time Block start time.
7:40 - 9:30
9:40 - 11:30
11:40 - 1:30
1:40 - 3:30

If your exam falls into the following CEP Time Blocks, reserve a seat for that CEP Time Block start time.
7:40 - 9:30
9:40 - 11:30
11:40 - 1:30

If your exam falls into the following CEP Time Blocks, speak with the Instructor and reserve a seat for an earlier CEP Time Block
start time
5:40 - 7:30
7:40 - 9:30

If the exam falls into the following CEP Time Blocks, speak with the Instructor and reserve a seat for an earlier CEP Time Block start time.
1:40 - 3:30
3:40 - 5:30
5:40 - 7:30
7:40 - 9:30

If there are any questions or concerns, please email Andrea Gustafson, the Staff member in charge of the Testing Center at exams@buffalostate.edu.

This is a sample of what is distributed to students at Buffalo State College. If you are a student registered with Student Accessibility Services and have exam accommodations, use the previous page to assist you with how to schedule your Exam Appointments for Finals (CEP) Week.

SAMPLE SCHEDULE FINALS CEP WEEK

CEP TIME BLOCK	MONDAY	TUESDAY	WEDNESDAY	THURSDAY
7:40 - 9:30	M1 8:00 MWF	T1 9:25 TR	W1 9:00 MWF	R1 8:00 TR
9:40 - 11:30	M2 10:00 MWF	T2 11:00 MWF	W2 12:00 MWF	R2 10:50 TR
11:40 - 1:30	M3 BLOCK EXAMS	T3 BLOCK EXAMS	W3 BLOCK EXAMS	R3 CONFLICTS & BENGAL PAUSE
1:40 - 3:30	M4 2:00 MWF	T4 1:40 TR	W4 CONFLICTS	R4 1:00 MWF
3:40 - 5:30	M5 CONFLICTS	T5 CONFLICTS	W5 3:00 MW	R5 3:05 TR
5:40 - 7:30	M6 4:30 - 5:45 MW	T6 5:55 - 7:10 TR	W6 5:55 - 7:10 MW	R6 4:30 - 5:45 TR
7:40 - 9:30	M7 7:20 - 8:35 MW	T7 7:20 - 8:35 TR	W7 8:45 - 10:00 MW	R7 8:45 - 10:00 TR

The Finals (CEP) Week Schedule for **Spring 2022** is included to help you plan your class schedule. For example, classes that meet on **MWF** at **10:00 a.m.** will have an exam during the **M2** time block: **Monday, May 16, 9:40 - 11:30 a.m.** We hope this information will be helpful.

IMPORTANT INFORMATION FOR SAS STUDENTS:

Please note that the following CEP Time Blocks (highlighted in red in the above Sample Schedule) are **NEVER** available for you to start your exam in. Please see the information on the previous page as to how to schedule.