



# CALIFORNIA STATE UNIVERSITY CHANNEL ISLANDS POLICY MANUAL

## **Student Affairs**

**Approved By:** Richard R Rush  
President

**Policy Number:** SA.18.001

**Effective Date:** 04/27/2015

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## **Policy on Student Involvement on Campus during Pre-Finals & Finals Weeks**

### **PURPOSE:**

To define the extent to which students may be involved in on-campus activities and meetings during pre-finals and finals weeks.

### **BACKGROUND:**

Co-curricular programs, clubs, organizations, and committee participation are a part of the students' educational success portfolio; however, the students' primary focus must be on their curricular endeavors particularly during pre-finals and finals weeks. Students must be able to devote their time to review in preparation for their final exams.

### **POLICY:**

#### **Accountability:**

The Vice President for Student Affairs

#### **Applicability:**

All enrolled students at California State University Channel Islands

#### **Definition(s):**

*Pre-finals week* - The last week of fall and spring classes (pre-finals week begins the Sunday prior to finals week).

#### **Policy Text:**

No student club/organization may hold meetings or sponsor events during pre-finals or finals weeks.

Committees that require student attendance and participation are asked not to hold meetings during pre-finals and finals weeks in order to allow students to focus on their academic studies.

No co-curricular event or activity that requires students to plan, develop or attend may be held during pre-finals or finals weeks. This includes informal (e.g. team dinners, banquets, etc.) and formal (e.g. meetings) group gatherings.



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Students may be invited to participate in events facilitated by professional staff designed to support the review and preparation for finals (e.g. de-stress related activities, study groups, etc.).

Events that do **not** support the review and preparation for finals should **not** be held during pre-finals and finals weeks.

Students may continue to perform responsibilities associated with their on-campus student assistant positions during pre-finals and finals weeks.

### **EXHIBIT(S):**

N/A