



CALIFORNIA STATE UNIVERSITY CHANNEL ISLANDS POLICY MANUAL

Division of Student Affairs

Approved By: Richard Yao
President

Policy Number: SA.18.003

Effective Date: 07/30/2025

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Policy on Student Involvement on Campus during Pre-Finals and Finals Week

PURPOSE:

To define the extent to which students may be involved in on-campus activities and meetings during prefinals 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 (CSUCI).

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 prefinals 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