## Final Day for Campus Programming

The following policy describes the parameters for the final day of campus programming each semester.  The policy exists in order to support student academic preparation prior to and during semester final exams.  All other applicable Xavier University policies apply.

### Programming Defined
For the purpose of this policy, campus programming is any social, educational, leadership, recreational, and or service related event or initiative coordinated, supported or facilitated by a Xavier University student organization, office, or department.

### Deadline for Campus Programming
Campus programming ends at midnight the Friday prior to the week of final examinations each semester.  Programs should not take place from midnight on Friday night through the end of the final exam window.  Generally, programming may begin again after 8am on the Friday of final exam week. This date and time is determined in conjunction with the Academic Calendar. Exemptions may be granted for programs planned and implemented by university staff and faculty to support students' academic success.  These may include programs such as study tables, relaxation/stress relief programs, or study snack events.

### Exemptions
The Office of Student Involvement manages requests for exemptions from the Final Day for Campus Programming Policy.  In order to have your program considered for an exemption, you must submit your request in writing to the Senior Director for Student Affairs prior to your intended program date.  Groups are encouraged to submit these requests at least two weeks prior to the program date.  Requests should include program details as well as an explanation why this program should be granted exemption.  Exemptions may be granted on a limited basis with justifiable cause.

### Appeals Process
The Office of Student Involvement reserves the right to deny the approval of any exemption request.  To appeal the denial of a request, please contact the Office of Student Involvement at (513)745-3004 or xuinvolvement@xavier.edu.

### Violations of Policy
Violation of this policy may result in the following actions taken singularly or in combination:
- Immediate termination of the event
- Payment for any labor, repair, or replacement costs incurred because of the violation
- A fine levied against offices, organizations, faculty/staff, or students who violate this policy
- Conduct proceedings in accordance with an individual/group's University classification
- Referral to other campus offices as deemed appropriate

Alleged violations may be referred to the Associate Provost for Student Affairs and/or designee.

### Policy Review and Amendment
This policy is subject to annual review and amendment.  When conditions warrant, a review committee may be called together to develop recommendations.

### Final Day of Programming Schedule for 2023-2024

| Day | Date | Activity |
|---|---|---|
| *Friday* | *December 8 @ 12:00 midnight* | *Campus Programming Ends* |
| Saturday – Sunday | December 9-10 | Study Weekend - No Classes, Exams or Events |
| Monday – Friday | December 11-15 | Fall Semester Final Examinations |
| Friday | December 15 | End of Fall Semester |
| *Friday* | *April 26 @ 12:00 midnight* | *Campus Programming Ends* |
| Saturday – Sunday | April 27-28 | Study Weekend - No Classes, Exams or Events |
| Monday – Friday | April 29 – May 3 | Spring Semester Final Examinations |
| Friday | May 3 | End of Spring Semester |