



Saili le Alamai

Since 1970

AMERICAN SAMOA COMMUNITY COLLEGE

Division of Academics, Community, and Student Services
Office of Academic Affairs

November 14, 2023

**MASTER SCHEDULE FOR FINAL EXAMINATIONS FOR FALL
SEMESTER 2023**

Final Examination Period for all English/Mathematics College Accelerated Preparatory Program Courses
Testing Dates: **November 27, 2023 to November 29, 2023**. English/Mathematics CAPP students are required to meet with your instructor(s) to obtain the correct/current testing times/dates and/or testing updates for final examinations.

Fall Semester 2023 Ten Weeks' Session Final Examination Period is slated for **November 13, 2023 to November 17, 2023**. For more updates, students are advised to meet with your instructors.

**FINAL EXAMINATION PERIOD FOR REGULAR ASCC FALL SEMESTER 2023
COURSES**

**COURSES OFFERED ON
TUESDAYS AND THURSDAYS**

08:00 a.m. – 09:20 a.m.
09:30 a.m. – 10:50 a.m.
11:00 a.m. – 12:20 p.m.
02:00 p.m. – 03:20 p.m.
03:30 p.m. – 04:50 p.m.

**FINAL EXAMINATION TIME
MONDAY, DECEMBER 04, 2023**

08:00 a.m. to 09:50 a.m.
10:00 a.m. to 11:50 a.m.
12:00 p.m. to 01:50 p.m.
02:00 p.m. to 03:50 p.m.
04:00 p.m. to 05:50 p.m.

**COURSES OFFERED ON
MONDAYS, WEDNESDAYS, & FRIDAYS**

08:00 a.m. – 08:50 a.m.
09:00 a.m. – 09:50 a.m.
10:00 a.m. – 10:50 a.m.
11:00 a.m. – 11:50 a.m.
12:00 p.m. – 12:50 p.m.

**FINAL EXAMINATION TIME
TUESDAY, DECEMBER 05, 2023**

08:00 a.m. to 09:50 a.m.
10:00 a.m. to 11:50 a.m.
12:00 p.m. to 01:50 p.m.
02:00 p.m. to 03:50 p.m.
04:00 p.m. to 05:50 p.m.

Letupu Tauanuu-Moananu
Vice President of Academic, Community,
and Student Services Division

Dr. Rosevonne Makaiwi-Pato
ASCC President

Mr. Sonny J. Leomiti
Vice President, Administration of
and Finance

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MASTER SCHEDULE FOR FINAL EXAMINATIONS FOR FALL SEMESTER 2023

November 14, 2023

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**COURSES OFFERED ON
MONDAYS, WEDNESDAYS, & FRIDAYS**

01:00 p.m. – 01:50 p.m.
02:00 p.m. – 02:50 p.m.
03:00 p.m. – 03:50 p.m.
04:00 p.m. – 04:50 p.m.

**FINAL EXAMINATION TIME
WEDNESDAY, DECEMBER 06, 2023**

08:00 a.m. to 09:50 a.m.
10:00 a.m. to 11:50 a.m.
12:00 p.m. to 01:50 p.m.
02:00 p.m. to 03:50 p.m.

**COURSES OFFERED ON
TUESDAYS/THURSDAYS**

Make Up Final Examination Period

**FINAL EXAMINATION TIME
THURSDAY, DECEMBER 07, 2023**

08:00 a.m. – 09:50 a.m.

IMPORTANT INFORMATION

Students with more than three (3) exams per day or have exam schedule conflict **MUST** consult/confirm with respective instructors for the correct test days and times. For such cases, instructors may schedule exams on Thursday, December 07, 2023 to accommodate/assist the students. **ABSOLUTELY NO COURSES will schedule final examinations before December 04, 2023 EXCEPT English/Mathematics CAPP courses and Fall Semester 2023 Ten Weeks' Session courses.**

All exams are to be given in the same classroom in which courses have been taught throughout the semester. All exams must follow the designated schedule as submitted by the Dean of Academic Affairs and approved by the Vice President of Academics, Community, and Student Services and the ASCC President.

Remember to have your students complete the Student Satisfaction surveys; forward completed forms into the accompanying manila envelopes to the ASCC Security Office.

IMPORTANT DATES and REMINDERS

November 10, 2023	HOLIDAY – Veterans Day
November 13 – December 07, 2023	PRIORITY Pre-Registration for Spring Semester 2024 and Summer Session 2024
November 23, 2023	HOLIDAY – Thanksgiving Day
November 24, 2023	Ten Weeks' Session Grades Due
December 01, 2023	Last Day to Complete Withdrawal from ASCC
December 08-13, 2023	Early Add and Drop for Spring Semester and Summer Session 2024
December 11, 2023	Fall Semester 2023 Graduates' Grades Due
December 15, 2023	Fall Semester 2023 Commencement
December 22, 2023	All Grades Due for Fall Semester 2023

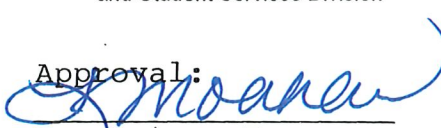
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Approval:


Dr. Letupu T.
Moananu, Acting Dean

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AMERICAN SAMOA COMMUNITY COLLEGE

Office of Institutional Effectiveness

"Public Information Release Form"

All ASCC public information releases must first be approved by your Dean or Director. For any document requiring a payment, a Purchase Request form must be processed using Business Office procedures. (Solicitation letters and personal invitations to College events are not included in this process.)

The Division Dean/Director from which the public information document originates is responsible for:

- 1) Informing staff of the policies and guidelines for public information dissemination. (*President's 6 Oct 02 memo*)
- 2) Ensuring the factual correctness of the information.
- 3) Assigning an individual in his or her division to check the correctness of spelling, punctuation, grammar and appropriateness of language usage.
- 4) Taking steps to ensure the correctness and appropriateness of Samoan language translations.
- 5) Allowing at least two weeks for review of documents of substantial length. These include the College Catalog, Student Handbooks or policy manuals.
- 6) Informing internal stakeholders and the President of interviews with KVZK before they take place.

Briefly describe the release: ASCC Master Schedule for Final

Examinations for Fall Semester 2023

Signature Protocol:

Author/Originator(s) _____ date _____

Dean or Director *[Signature]* date 11/14/23

Director of SSI _____ date _____
(When Applicable)

Director of IE *[Signature]* date 11/14/23

VP of AA or AS *[Signature]* date 11/14/23

President *[Signature]* date 11/14/23

AMERICAN SAMOA COMMUNITY COLLEGE

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