



MEMORANDUM

Date:

To: ALL STUDENTS

Cc:

From: Dr. Tokiwa Associate Dean, Academic Education

Subject: Information Regarding Fall 2018 Term Supplemental Examinations

The Fall 2018 term supplemental examination period will run from **Monday January 28 until Friday February 1**. Students should refrain from making personal commitments during this period. Personal commitments are **not** valid grounds for missing a supplemental examination.

The ability to purchase and book* supplemental examination(s) from the Fall Final 2018 term **will open at 1 p.m.** (common time) on Wednesday January 23 closing at noon on Friday January 25.

It is the responsibility of the student to confirm their eligibility to write a supplemental. Please see 'Supplemental Examinations Policies' on page 41 of the [Academic Calendar](#).

Any questions should be sent to studenthelpdesk@ccnm.edu from your College provided e-mail account (i.e. NNet student email account).

*For dates and times of supplemental practical examinations, please speak with your instructor.

Due to the nature and delivery requirements of the examinations listed below, the following supplemental examinations will occur on the date and time specified:

NMS401 – Monday January 28 @ 9:30 a.m. in Classroom #1

NPH306 - Tuesday January 29 @ 6 p.m. in Lecture Theatre

BAS120 – Thursday January 31 @ 6 p.m. in the Lecture Theatre

BOT101 – Friday February 1 @ 6 p.m. in the Lecture Theatre

BOT303 – Friday February 1 @ 6 p.m. in the Lecture Theatre

Students who require a supplemental exam for the examinations listed above will need to book through studenthelpdesk@ccnm.edu. Applicable fees will be charged to the student's SONIS account.