Thursday, December 7:
PROPERTY – Drobak: 3 hr
TORTS – Tamana: 3 hr

Monday, December 11:
PROPERTY – Sachs: 3 hr
CONTRACTS – Smith: 3.5 hr
CRIMINAL LAW – Kalhan: 3 hr

Thursday, December 14:
CIVIL PROCEDURE – Hollander-Blumoff: 3 hr
CRIMINAL LAW – Osgood: 4 hr
CONTRACTS – Baker: 3 hr
CONTRACTS – Greenfield: 4 hr

**General Exam Procedures**
Grading is anonymous – students must not contact their professors about problems related to taking an exam. Contact Elizabeth Walsh or Linda Coffin to discuss a situation concerning the administration of an exam.

**Procedures for In-School Exams**
Exam questions are inside exam envelopes, and envelopes display the exam number to be used for that exam. Present a photo ID when picking up your exam. Sign the signature sheet attached to your exam to verify that the name on the exam is yours, that you have read all exam rules and the WUSL Honor Code, and agree to abide by these rules during the exam. Remove the signature sheet from your envelope and deposit it in one of the wire baskets at the distribution site.

**Reminder: Do not bring Cell Phones into exam rooms.**

Exam Distribution takes place in Crowder Courtyard.
- Scheduled Exams are distributed from 8:40-9:00 a.m. on the scheduled date.
- Distribution times are strictly enforced.
- Exam room assignments are displayed at the distribution site.

Go directly to your exam room after picking up your exam. An exam assistant will begin reading the beginning exam instructions at 9:05 a.m., 10 minutes before the exam start time of 9:15 a.m. Students who have delayed entering the exam room until after the exam assistant has begun reading instructions will not be allowed to remain in the room to take the exam. Students arriving late will be sent to the Registrar’s office, to be placed in a different room. Your exam start time will not be adjusted due to tardiness.

Exam supplies available in exam rooms: scratch paper, answer packets for hand writers, earplugs, and Examplify instruction sheets. Pencils are provided for exams requiring answers to be filled in on computer scantron sheets.

Hand writers, use blue or black ink to write your answers in the answer packets provided at the front of the exam room.


The exam proctor will leave the room after the exam has begun. Any student having a question during an exam should go to the Office of Student Life, Suite 210.

Students exiting the room for a break during an exam must leave all exam materials in the exam room. Those using laptops should also click to “hide screen” while away from their seat.

The exam proctor will return to announce a 10 minute, a 5 minute, a 1 minute warning, and exam end time.

**Contact Information (Business Hours 8:30 a.m. – 5:00 p.m. Monday through Friday)**
Linda Coffin • 314.935.4610 • agravel@wustl.edu
Sue Eggemeyer • 314.935.7458 • seggemeyer@wustl.edu
Linda Coffin • 314.935.4750 coffinl@wustl.edu
Elizabeth Walsh • 314.935.5861 • ewalsh@wustl.edu