

IMPORTANT DATES



SPECIAL

WKU Regional Campus

GRADUATION CELEBRATIONS

WKU in Glasgow: Graduand Monday, April 22, 2024-- 5:30 pm (CT) TJ Samson Pavilion Community Room RSVP by April 15th Dress is business casual – no cap & gown.

WKU in Somerset: Graduate Celebration Monday, April 29, 2024-- 2 pm (ET) Somerset Community College, Hal Rogers Student Commons Community Room RSVP by April 22nd Dress is business casual – no cap & gown.

WKU in Owensboro: Graduate Celebration Tuesday, April 30, 2024-- 5 pm (CT) Owensboro Community and Technical College, Humanities Building- Blandford Hall RSVP by April 23rd Dress is business casual – no cap & gown.

WKU Elizabethtown-Fort Knox: Graduate Celebration Wednesday, May 1, 2024-- 5:30 pm (ET) ECTC Campus- RPC Building (Room 212) Auditorium RSVP by April 12th Dress is business casual – no cap & gown.



For RSVP forms go here:

<https://www.wku.edu/commencement/celebrations/>

WKU in Somerset

WKU in Glasgow

WKU in Owensboro

WKU E'town-Ft Knox

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- Final Exam and Graduation Celebration Dates
- DLTC
- Final Exam Prep
 - Relaxing before finals
- Campus Connections

UPCOMING EVENTS ACROSS CAMPUS

- **Apr 5**
 - Last Day to apply for Dec 2024 graduation
- Apr 29-May 2
 - Final Exams
- May 2
 - Commencement
- May 3
 - College Recognition Ceremonies
- May 7
 - Final Grades Due

Registration Guide

- **Summer 2024** (begins May 13, 2024)
- **Fall 2024** (begins August 19, 2024)

EVENTS

[Campus Recreation and Wellness Calendar](#)

[WKU Events Calendar](#)

[WKU Sports Calendar](#)

[Spring 2024 Academic Calendar](#)

DISTANCE LEARNING TESTING CENTER

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WKU's Distance Learning Testing Center (DLTC) provides proctored testing services to online and regional campus students, located in Bowling Green, KY at South Campus, Academic Wing C113.

How to Register for Exams at South Campus

Based on your program, use the following links to register for an exam at DLTC in Bowling Green, KY.

- [Online Courses](#)
- [On Demand Courses](#)
- [Online Courses Testing with Accommodations](#)
- [Master's Completion Program](#)
- [Non-WKU Courses](#)

How to Register for Exams at Regional Campuses (Elizabethtown, Ft. Knox, Glasgow, Owensboro)

Step 1: Schedule your exam date and time with your chosen proctoring site. *Note: Testing Windows are determined by your course instructor and any exceptions will need to be approved by the instructor and sent to the Distance Learning Testing Center before you will be able to schedule outside of a specified testing window.

Step 2: Complete the appropriate off-site exam request form. Based on your program, use the following links under "Registration Process" to register at Elizabethtown, Ft. Know, Glasgow, or Owensboro.

- [Online Courses](#)
- [Online Courses Testing with Accommodations](#)
- [On Demand Courses](#)
- [Master's Completion Program](#)

Please find the appropriate [contact information](#) for your exam site. You must contact the proctor prior to submitting the exam request form.



IMPORTANT NOTES AND DATES

- On-site testers should schedule as soon as possible for preferred testing dates and times.
- Off-site testers should schedule at least four days in advance of their testing date for processing.
- Virtual remote proctoring testers should schedule at least two weeks in advance of testing date.
- CLEP will be increasing testing prices in July 2024. If you plan to take a CLEP in the next 6 months, get your CLEP voucher before **July 1st**.
- Bring a valid, PHYSICAL ID with a picture and signature for testing. Identification can not be damaged, expired, or electronic.
- If you have testing accommodations through SARC, bring your signed Faculty Notification letter and confirm with your testing location that the proper accommodations are available for your testing appointment.
- Have your cellphone and multifactor authentication preferences set for Blackboard before arriving. If your exam is on Blackboard and you do not have your cellphone, you will have to reschedule.
- Plan for small waits and do not schedule appointments too close to each other.
- Food and drinks are not permitted in the centers. DLTC is not responsible for personal items and recommends only bringing what is needed. All phones and small electronics will be stored away for duration of the exam.

Information on registering for an exam at another location




- Use the links under "Registration Process" to register for an exam at a location other than WKU DLTC or regional campus locations.

Additional Testing Options

- Use the links under "ProctorU" for information about additional options for students who live in rural areas, are active military, or international/study abroad students.

NEED MORE INFORMATION ON THE DISTANCE LEARNING TESTING CENTER?

If you have any questions or are experiencing any issues with registering for exams, please contact the testing center.

-  (270) 745-5122
-  1-800-544-2280 (toll free)
-  dltc@wku.edu


[Distance Learning Testing Center: Student Services](#)


TIPS FOR FINALS WEEK SUCCESS


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how to relax before finals


Remember it is only an exam, not a reflection of who you are as a person 


Get a good night's sleep beforehand. It is hard to do your best with no rest 

Eat sensibly. It'll help you feel comfortable and stay alert 

Stop studying about an hour before the exam and use that time to relax 

Develop positive self-talk, stop thinking "I'll fail" and think "I'll do my best" 

Relax during the exam. When anxious you should stop, close your eyes and take slow, deep breaths 

Don't think about what you "should've" studied, just focus on what you can do now 

1. Make a game plan

Draw up a simple outline of what you need to study. You'll see how much time you're going to need to study and will be more likely to stick to your plan.

2. Get started now

Even if you can only commit a short amount of time right now, your brain will start becoming more conditioned to the information and you will cram less leading up to the exam.

3. Study the things you know will be on the final first

When you feel confident on the big points from the content, you can go back and focus on the more detailed parts of the information.

4. Talk it out

Talking through the course material with someone else will help you learn more about it. You will either be able to answer their questions or you will know what to go back and look for so you can answer them next time.

5. Quiz yourself

Ask a parent, friend, classmate or anyone else you may know to quiz you on what you've already studied. Students are more likely to remember information they've been tested on than the material they've only reviewed.

6. Take breaks

You'll be able to concentrate better once you've let your brain work on something else for a bit. Read a book. Eat lunch. Play a video game. You'll come back fresher.

7. Take care of yourself

You know you need to, and during finals week is one of the most important times to do so. If you aren't sleeping, hydrating and nourishing yourself with full meals, you won't be able to think as strongly as you need to to succeed on your exams.

ARE YOU WORRIED ABOUT FINALS WEEK?

Don't forget that your academic success coaches are here to help you through any stresses you might be experiencing as the end of the semester approaches. Whether you have met with your coach before or it is your first time, we can get you feeling ready to knock out these last exams before summer. Reach out to the Online Student Services department and schedule a meeting.



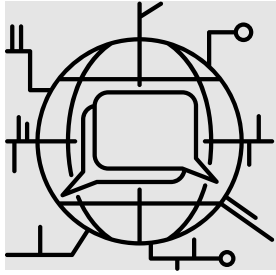
(270) 745-5173



online.success@wku.edu



[Online Appointments](#)



CAMPUS CONNECTIONS

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GROW - RESEARCH - ACHIEVE - DREAM

WKU Graduate School Virtual Info Fairs

If none of these dates work with your schedule, you can also set up an individual appointment via Zoom.

- [April 18, 2024, 3:00-3:30 PM CDT](#)
- [April 24, 2024, Noon-12:30 PM CDT](#)
- [May 7, 2024, 6:00-6:30 PM CDT](#)
- Join the Graduate School to learn more about the opportunities available to go beyond your bachelor's degree! You are invited to find out about opportunities for graduate study options, how to apply for admission, and anything else you would like to know. These are drop-in/drop-out sessions; you can join us for as long as you prefer.
- You must register in advance for this meeting by choosing your preferred date above. After registering, you will receive a confirmation email containing information about joining the meeting.

WKU Graduate School/Military Student Services Virtual Info Fair - TBA

- Join the Graduate School and the Military Student Services office to learn more about the opportunities available to military students to go beyond your bachelor's degree! You are invited to find out about opportunities for graduate study options, how to apply for admission, tuition waivers, and anything else you would like to know. These are drop-in/drop-out sessions; you can join us for as long as you prefer.
- You must register in advance for this meeting. After registering, you will receive a confirmation email containing information about joining the meeting.

<https://www.wku.edu/graduate/grad/>



Scott Gordon, Ed.D.
Graduate Recruitment and Retention
graduate.school@wku.edu
www.wku.edu/graduate



Register now for an online "Patio Chat" with PCAL's Dean, Dr. Terrance Brown. Complete the link below to set up a meeting virtually to discuss your unique experience as an online student, ask questions about PCAL programs, and get to know the Dean. Register here: <https://www.wku.edu/pcal/patio-chat.php>

Learn more about what PCAL is doing this spring by following along on social media:
PCAL Instagram: [@wkupcal](#)
<https://www.instagram.com/wkupcal/>
or by visiting our events calendar:
<https://www.wku.edu/pcal/calendar/>



Welcome, Student Veterans!

Thank you for your service! Transitioning from the military to college is a unique experience for Veterans. The Western Kentucky student Veteran's Alliance is a Veteran run student organization that was established in order to provide military Veterans, Active Duty, Reserve, National Guard and their dependents with the resources, support, and advocacy needed to succeed in higher education. If you have Veteran issues you would like addressed, please email the Student Veterans Alliance at student.veterans@wku.edu with the details of your situation.

WKU Military Student Services

Educational solutions with Service Men and Women. All online and independent learning courses are approved for Servicemembers of the U.S. Armed Forces, Veterans, and other persons eligible under the provisions of the GI Bill®.

- Recognition Cords for Graduation- pick up cords in Gary Ransdell Hall, room 2052 or have them mailed from the WKU Store. Contact military@wku.edu for questions.
- Free Scantrons and Blue Books- available to all Military and Veterans students.
- Military Listserv- to sign up, click [HERE](#).

