

Important: Winter 2026 Make-up Final Examination Sessions

February 6, 2026

To: Winter 2026 instructors, Deans + Associate Deans (Undergraduate and Graduate Studies) + departmental final examination reps

Winter 2026 final examination make-up dates and times

Date	Time	Odyssey Printing Deadline
Wednesday, April 15, 2026	7:30-10 p.m.	Sunday, April 12, 2026
Wednesday, April 22, 2026	7:30-10 p.m.	Sunday, April 19, 2026
Monday, April 27, 2026	9-11:30 a.m. 1:30-4 p.m.	Thursday, April 23, 2026
Thursday, April 30, 2026	9-11:30 a.m. 1:30-4 p.m.	Monday, April 27, 2026

Note: These make-up final examination sessions are not mandatory. Instructors have the option to accommodate students outside of these dates and times.

Process to set up a make-up final examination session

To be included in one of these make-up final examination sessions, student information must be entered into Odyssey by the instructor. The course coordinator/advisor or final examination representative can also enter this information upon approval of the instructor into Odyssey. Step-by-step instructions can be found on the Final Examinations Makeup Sessions page. Students who are approved can view their final examination make-up date, time, and assigned seat in Odyssey once the Odyssey print deadline has passed. Students who show up to an Office of the Registrar (RO) final examination make-up session who are not entered into Odyssey or reported to the Examinations Services Office will not be permitted to write and will be directed to contact their instructor.

All final examinations must be uploaded and approved by the Odyssey print deadlines to be included in the make-up final examination sessions. Once the final examinations are uploaded and approved, the RO will print, administer, and proctor the make-up final examination sessions in designated rooms (space will be determined and assigned by the RO once we have final registration numbers). Instructors are not required to attend the make-up final examination session, but are welcome to attend.

Students Registered with AccessAbility Services

If a student was originally scheduled to write the final examination with AccessAbility Services, instructors must email aas-exam@uwaterloo.ca to confirm the student has been approved to write in the make-up final examination session.

After the make-up final examination session

All written **Crowdmark** final examinations will be sent to W Print for scanning the day after they have been written unless otherwise requested.

All other written final examinations will be couriered to your department mailroom the next business day. Any final examinations with **Akindi** bubble sheets will be scanned by the RO and sent to the instructor via email, and the written final examination in its entirety will be couriered to your department mailroom the next business day.

If the instructor or a designate would like to pick up written final examinations in **MC 4043**, an email from the instructor must be sent to examinations@uwaterloo.ca before the date of the written final examination. Available pick-up days:

Date	Time
Thursday, April 16, 2026 (final examinations written on April 15)	10 a.m. - 4 p.m.
Thursday, April 23, 2026 (final examinations written on April 22)	10 a.m. - 4 p.m.
Tuesday, April 28, 2026 (final examinations written on April 27)	10 a.m. - 4 p.m.
Friday, May 1, 2026 (final examinations written on April 30)	10 a.m. - 4 p.m.

Questions

Questions can be directed to examinations@uwaterloo.ca.

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