



Each policy at www.policy.uconn.edu includes a brief overview of important information pertaining to the policy, such as policy owner, effective date, description and who to contact for more information. Below is a description of each element which must be provided to OACE before formally publishing the policy.

Procedure for Taking an Exam

Title	Exam Taking Policy 1.08
Policy Owner	Full Faculty
Applies to	All students
Campus Applicability	All campuses
Effective Date	5/23/19
For More Information Contact	Dean’s Office
Contact Information	(860) 486-0537
Official Website	https://nursing.uconn.edu

REASON FOR POLICY
The University

Student Code requires ethical conduct in all aspects of academia students partake in. The School of Nursing has taken action in further defining exam regulations, as new technologies force heightened exam taking scrutiny.

POLICY STATEMENT

For every quiz or test, students are permitted to only have a writing implement and if needed a plain calculator at their desk. If necessary, plain scratch paper would be provided by the instructor. Additional equipment is permitted at the discretion of the instructor. Students may be asked to present a valid photo ID.

Online or remote delivery course exams are administered in a live or remotely proctored environment. Steps for student authentication are to include presentation of a valid photo ID at the start of the exam. No additional materials or resources are to be used.

Testing procedures may include assigned seating. There are to be [no smart watches](#), [no cell phones](#), no hats, hooded sweatshirts, or items in student pockets. Student must be in room at the start of the exam, no entry into the room after the exam has begun and if student leaves the room for any reason, the test will be collected/submitted as done.

For in person quiz/test, all scratch paper must be submitted to the instructor/proctor at the completion of the exam.

ENFORCEMENT

Violations of this policy may result in appropriate disciplinary measures in accordance with University By-Laws, General Rules of Conduct for All University Employees, applicable collective bargaining agreements, and the University of Connecticut Student Code.

POLICY HISTORY

- Approved by Full Faculty 5/10/2012
- Full Faculty revision and approval: 5/7/2018
- Full Faculty revision/reaffirm: May 2022

