

## Exam Policies

1. Students must take pre-assigned seats and/or follow TAs' seating instructions.
2. Students may not open the exam until instructed to do so.
3. No student may leave in the first 20 min or in the last 5 min of the exam.
4. Students late for more than 20 min will not be allowed to take the exam; they will have to contact their lecturer within one day for permission to take a make-up exam.
5. After time is called, the students have to put down all writing instruments and remain in their seats, while the TAs will collect the scantrons and the exams.
6. Any violation of the above rules may result in score of zero.

## Rules Regarding Academic Dishonesty

1. You are not allowed to seek or obtain any kind of help from anyone to answer questions on the exam. If you have questions, consult only your instructor.
2. You are not allowed to look at the exam of another student. You may not compare answers with anyone else or consult another student until after you have finished your exam, handed it in to your instructor and left the room.
3. You may not consult notes, books, calculators. You may not handle cell phones or cameras, or any electronic devices until after you have finished your exam, handed it in to your instructor and left the room.
4. Anyone who violates these instructions will have committed an act of academic dishonesty. Penalties for academic dishonesty can be very severe and may include an F in the course. All cases of academic dishonesty will be reported immediately to the Office of the Dean of Students.

I have read and understand the exam policies and the rules regarding the academic dishonesty stated above:

STUDENT NAME: \_\_\_\_\_

STUDENT SIGNATURE: \_\_\_\_\_