

Distance Learning Testing Center Rules

I agree to assume full responsibility over my actions while I am in the Distance Learning Testing Center.

Cell phones, keys, Book bags, purses are not allowed in the testing center.

Cell phones, PDA's and Beepers must be turned OFF before being placed inside of the locker.

Surfing the web or using my e-mail or anything else on the computer besides looking at my exam is not allowed.

No children or visitors are allowed in the DLTC. Children are not to be left alone in the Library building while taping an exam.

No food or drinks are allowed during my exam.

I need to turn in all scratch papers and authorized notes/outlines that I have had next to me during my exam.

I am not allowed to leave the testing center during my exam. Bathroom breaks are not allowed.

I will not disturb any other students while I am in the testing center.

I will not use any abusive or inappropriate language towards the proctor(s).

If I do not follow the above rules my exam will be terminated.

Disruptive Students is a student whose behavior results in the testing center staff calling campus security to request that the student be removed from the center. As a result of the behavior, the student loses access to the testing center until student affairs, LRC/testing staff and the student's professor convene to determine action to be taken.

My signature on the sign-in sheet acknowledges that I have read and agreed to all guidelines and terms of the DLTC.