

Online Testing Room Agreement (LIB 153) – _____

Please read and sign indicating that you understand this agreement. Students may take the exam only when both the student and proctor have signed below.

DIRECTIONS FOR THE PROCTOR

The student displayed their Shepherd University Student ID to the Proctor.

DIRECTIONS FOR THE STUDENT

No phones, laptops, calculators, I-watches, smartwatches, Fitbits, or electronic devices are allowed in the testing room.

No backpacks, books, or unauthorized materials of any kind are allowed in the testing room.

Your ID will be held in the ASC until you complete the exam.

Only Sakai may be opened on the computer during the exam.

Please note that the testing room is being monitored and recorded.

You have _____ minutes to complete the exam once you start it on Sakai.

Proctor sign/date

Student sign/date

The student checked in at _____ (proctor initial)

The student checked out at _____ (proctor initial)