

## Math Department Cover Sheet for Examinations

The following directions apply to **ALL tests in Math 153 and 154 (including WvEB Calc)**. By signing below, you acknowledge that you have read and understood all items on this page. Before signing, feel free to ask as many questions as you would like. These policies are in compliance with the Math Department Examination Policy.

- No student is permitted to have any **electronic device** on his/her person during testing (except for calculators permitted by the syllabus). Any student caught with a device (cell phone, smart watch, iPad, etc.) will receive up to an **Unforgivable F** in the course.
- During the test, backpacks, purses, or anything that carries other items will need to be closed and remain in the designated location. **Accessing items** during the test without permission will result in a **zero (0) on the exam**.
- Any student arriving **late cannot take the exam**. You must take the exam with your own lab section.
- Students **may not leave and return during the exam** for any reason. If you leave the room, then your test must be handed in and you will not be able to come back and complete it. If you have any condition that makes it impossible for you to sit during an entire testing time, then you will need to go to accessibility service and request accommodations for this condition.
- You must show **appropriate work to receive credit** for an answer. A correct answer without supporting work will be given no credit. Students may be asked to verify any answer on any exam. This means the instructor can ask you to rework the problem in front of him/her.
- If a student is caught **looking at another person's paper**, then his/her exam will not be graded and he/she will receive a **zero (0) for the exam**.
- **No communication of any kind** is permitted between students or with an outside party during any exams. If a student is caught communicating in any way, then they will be given a **zero (0) on the exam**. If you need to ask something, then raise your hand and ask the instructor. No warnings about this will be given.
- Any student caught **misrepresenting his/her identity** or taking a test for another student will be recommended for academic probation or dismissal. The person enrolled in the class will receive up to an **Unforgivable F** in the course.
- **Accessing outside materials** during the test will result in a **zero (0) on the exam**.
- Any repeat offense will earn an F or an Unforgivable F in the course.

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_