Exam Agreement – Accommodated Testing

In utilizing exam accommodations proctored by the Office of Disability Services, I agree to the following:

1. I will put forth an honest endeavor to complete an exam, quiz or other assessment in the manner in which it was requested by my professor. I will not attempt to deceive the ODS staff in any manner by giving misinformation about the date, time or manner in which the test is to be given. Such misinformation is viewed as unethical and dishonest.

2. I will NOT bring into the testing area any notes, scrap paper, or any other material that has not been specifically permitted by the appropriate professor (including cellular telephones or other communication devices), nor will I attempt to conceal or write any notes on any part of my body.

3. I will adhere to the time limitation for testing set forth by the Office of Disability Services.

4. I will not leave the testing area during the test unless authorized by an ODS staff member. I understand any restroom breaks are deducted from the time allotted for the completion of my exam/quiz/assessment.

5. Any discrepancies in the manner (instructions) or resources used for the test (open book/notes, calculator) must be settled PRIOR TO TESTING, between the ODS staff, the appropriate professor, and myself.

6. If the ODS staff perceives any academic dishonesty has occurred, they will immediately take appropriate steps, including but not limited to taking possession of the relevant test, quiz, or assessment, and contact the instructor as soon as possible. The Professor will then use discretionary measures to follow the College guidelines for academic dishonesty.

7. I understand I am being monitored by video during my exam/quiz/assessment, and agree to being monitored in this way.

This agreement pertains to this semester and all semesters after this in which I am enrolled at Franklin and Marshall College. I understand and agree that violation of what I have agreed to above may result in disciplinary action.

Name: ___________________________________________ Signature: ___________________________________________

Print

Staff: ___________________________________________ Date: ___________________________________________

Please note this form was adapted with permission from the Success Strategies & Writing/Languages Learning Center at Ball State University.