**Exam: DPT768\_E3\_20**  **Name** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
 Password: Bh4$r2

“All students are expected to uphold the academic and professional integrity as well as the behavioral expectations of the University and the College of Pharmacy & Health Sciences. All students should familiarize themselves with the College of Pharmacy & Health Sciences Honor Code. A student may not use electronic devices in any manner which violates the Honor Code. This includes, but is not limited to, the use of cell phones, unapproved calculators, PDAs, iPods, cameras, watches etc. to provide answers or information to assist the student during tests, quizzes, assignments, or projects in which the use of such electronic devices was prohibited. If the device is observed as being used in those situations it will be confiscated and the student will be charged with an Honor Code violation. Any student found in noncompliance of the Honor Code is subject to disciplinary action from the Student Conduct and Professionalism Committee.”

Specific consequences may be added for violations including statements like: Any student caught cheating will receive a zero for the exam or assignment in question or any student caught cheating will receive an F in the course.

By signing this you are indicating your presence at the administration of this exam and that you understand that sharing this password is considered a violation of the CPHS Honor code. Anyone caught sharing the password will earn an F in the course and will be referred to the Student Affairs Committee for further action.

**Signature** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Doctor of Physical Therapy Exam Policy**

Preamble: In order to maintain exam integrity and to maximize the exam administration process, the following rules are to be followed. Obviously, extenuating circumstances may arise which would permit individual faculty discretion in applying all of these guidelines.

1. Students must arrive promptly at the designated time that the exam begins. Faculty reserve the right to deny access to the examination room after the exam has begun. IF you arrive late to the exam, you must submit your exam at the end of the examination time period. No extra time will be permitted.
2. All items, including books, study materials and water bottles with the exception of your laptop, must be placed in the front or back of the room prior to the beginning of the exam.
3. Students will sit directly behind one another when testing with a seat between each person.
4. No one is permitted to leave the room once the examination has begun, except at the discretion of the proctor(s). Use the restroom PRIOR to the beginning of the examination.
5. All examinations will be given via ExamSoft. Your laptop must be with you at every exam and every class for this purpose. It is mandatory that students run updates on their computer and download the exam PRIOR to arriving to class in order to start taking the exam promptly. If problems occur during the exam due to updates not being run and If the exam is not downloaded by the cut off time, 20 points will be taken off. If there are technical difficulties with the download, contact immediately, the course director by email. No extra time will be permitted for time lost during the examination period due to downloading the exam.
6. Students must sit with eyes facing forward at all times, with hands on keyboard/desk, and feet on the floor. NO sitting with legs crossed in seat, NO looking down or around.
7. Before leaving the exam room, students should show the “exam submitted successfully” (i.e. green screen) screen to the instructor.
8. If a scratch sheet of paper is distributed at the time of the exam for use during the exam, the student is required to write his or her name on the exam scratch paper and turn it in before leaving the exam room. Exams submitted without a corresponding scratch paper will receive a grade of zero.
9. There should be no talking during the examinations.
10. All students must take the examination on the designated date and in the designated time slot.
11. No questions will be answered during the exam.
12. Most examinations will allow 120 minutes to complete the examination. Some examinations may allow longer or shorter periods that will be reflected in communication from the course instructor prior to the examination as part of the download instructions.