Rules for the Conduct of Online Examinations and Tests (revised November 2020)

Due to the COVID-19 pandemic, all written tests and examinations in the Undergraduate Program are being administered online through Quercus during the 2020-2021 academic year. The integrity of all online evaluations, and ultimately the Undergraduate Program as a whole, is dependent on students complying with the following revised Rules of Conduct which replace those published in the Undergraduate Calendar, 2020-2021, page 39-40.

- Students are required to review all policies related to online examinations/tests.
- The dates and times for online examinations/tests will be indicated in Course Outlines and further communicated to students through supplemental announcements in Quercus.
- Students are accountable for checking Course Outlines and reviewing supplemental announcements in Quercus for the dates and times when online examinations/tests will be available.
- Students will not communicate with one another in any remote or in-person manner whatsoever during an online examination/test for the duration of the evaluation.
- Unless authorized by Course Instructors, no materials (paper or electronic) will be accessed by students during the online examination/test. If an examination/test is open book and such access is authorized, the Course Instructor will notify students ahead of time.
- No screenshots, photos, or downloads of any examination/test questions are permitted unless authorized by the Course Instructor.
- Students who assist or obtain assistance from other students or any unauthorized source during an online examination/test are liable to penalties under the Code of Behaviour on Academic Matters, including the loss of academic credit and expulsion.
- Prior to writing an online examination/test, students will sign the declaration of confidentiality embedded as the first “question” on the online examination/test.
- Course Instructors will provide students with information about support resources available during online examinations/tests and how to access that support. This includes Technical support and support related to course content and/or examination/test questions.
  
  **Note:** Technical support is available from 9:00am - 5:00pm Monday through Friday. For examinations/tests that are available for a duration of time beyond these parameters, students are advised to take the online examination/test during the hours Technical support is available. Students are encouraged to contact Technical support immediately if they have a problem while taking the online examination/test through the support contacts communicated to students by Course Instructors.
- Please refer to the Undergraduate Calendar for policies related to missed exams.