



Proctor Declaration Sheet

*This section to be filled out by the proctor **once the exam has started.***

Proctor Name: _____

Was documentation needed to identify the student: Yes / No

If YES, what type of identification was provided: _____

If NO, how was the identification of the student verified: _____

Time student **started** the exam: _____

Time student **finished** the exam: _____

*This section to be filled out by the proctor **after the student has submitted the exam.***

Important Exam Protocols

- Students are not permitted to take, keep or scan any part of the exam.
- Students are strictly prohibited from recording, copying or documenting the exam in any way.
- Evidence of academic dishonesty may result in academic penalty.

Please read and sign the following declaration:

I declare that the identity of the student is accurate and that the exam was completed by the student above within the allotted time frame. The exam expectations were met and procedures were followed by both student and proctor.

Proctor Signature _____



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Comments about the exam?

Please return this page to the course instructor with the exam document.

Thank you