

Science of Psychology - Exam Policies

- YOU ARE REQUIRED TO TAKE EACH OF THE FIRST THREE EXAMS.
 - ~ There are **no** make-up exams for this course.
 - ~ An exam absence will be excused ONLY if you have a documented emergency AND you obtain approval from Prof. Taylor prior to the exam. You will be required to provide documentation of your emergency.
 - ~ *If you are excused from an exam* you will receive a grade of 0 for that exam. In order to pass this class you will be required to take the cumulative final exam.
 - ~ I understand that illnesses happen, but an illness not serious enough to require hospitalization is not sufficient reason to miss an exam.
 - ~ If you miss more than one exam or if you do not have an excused absence from an exam your grade for the class will be an F.
 - ~ There are no exceptions to this policy.
- At least one question and answer session will be scheduled prior to each exam.
 - ~ Please post your questions in the Discussion area of Courseworks prior to the session.
 - ~ You are welcome to attend even if you don't have a question prepared.
 - ~ This is not a structured review session; but it is a time to have any questions you have answered.
- If you require accommodations for exams (extended time, quiet location, etc.) please arrange for the necessary paperwork with Disability Services no later than 1 week prior to Exam #1.
- Ask questions during the exam!!
 - ~ If you are confused by the wording of a question or the difference between answer choices please let us know. We will rephrase it so you understand the question.
- The exam will be held in 2 classrooms.
 - ~ Most students will be in the lecture room and the rest will be sent to an alternate location TBA.
 - ~ Only alternate seats will be occupied during an exam. Please do not sit directly next to another student.
- Each student should bring their own pens, pencils and erasers for each exam.
 - ~ #2 pencils are required for the final exam.
- Please do not bring any non-exam related items to the class on exam day.
 - ~ Bring your pencils, pens and erasers. Cell phones must be turned off and stored in your backpack or coat pocket and left to the side of the room. Coats, backpacks, purses, etc. must be left on the side ledges. We are not responsible for personal items brought to class.
 - ~ Do not bring food or drink into the classroom on exam days.

- Once you have started the exam, you may not leave the room until you turn in your completed exam.
 - ~ This includes trips to the bathroom. If it is an emergency someone will escort you. Please take care of personal needs before the exam begins.
- Midterm exams end promptly at the end of the scheduled class time.
 - ~ All exams are collected at this time – no exceptions.
- Latecomers may not be allowed to take the exam.
 - ~ Latecomers are only admitted to the exam up to the time when the first student has completed the exam and left the room.
 - ~ If you are late for the exam you will only have the remainder of the allotted time to complete the exam.
 - ~ I understand travel on public transportation can be erratic. Please plan to arrive on campus early on exam days.
- Final Exam
 - ~ The final exam for this class will be a cumulative multiple choice exam. If you have completed all 3 of the exams during the term you may choose not to take the final exam. IF YOU HAVE AN EXCUSED ABSENCE FROM AN EARLIER EXAM THE FINAL IS REQUIRED. The projected final exam date will be announced in lecture and on Courseworks once finalized by the Registrar. Because of the potential to opt out of the final exam there are no alternate dates for this exam. I cannot accommodate travel arrangements or exam hardships.
- A word on cheating.....
 - ~ Unfortunately it occasionally happens that we find a student who would prefer to benefit from another person's hard work instead of doing the work necessary to prepare for the exam. In order to protect the integrity of the grades earned all students we will distribute multiple versions of each exam and will watch for evidence of cheating. Students found cheating will receive an F for the course and face academic penalties.