

College Rules for Examination

- 1) All electronic devices that can be used to record, transmit, receive, or play back audio, photographic, text, or video content, including but not limited to, cellular phones, laptop computers, tablets, Bluetooth devices; wearable tech gear such as smart watches; MP3 players such as iPods; pagers, cameras, and voice recorders are not permitted to be used and cannot be taken into the examination room. If these devices are taken into the examination room, they must be handed-over to the exam invigilator, exam proctor or exam supervisor prior to the start of the examination(s).
- 2) Simple, nonprogrammable calculators are permitted with the exception of calculators as part of cellular phones and other prohibited electronic devices. A calculator is also available on screen if needed.
- 3) No questions concerning content of the examination may be asked during the examination session. The Candidate should carefully read the directions that are provided on the screen at the beginning of the examination session.
- 4) Candidates are prohibited from leaving the testing room while their examination is in session, with the sole exception of going to the restroom.
- 5) No papers, books, or reference materials may be taken into or removed from the examination room even when going to the restroom.
- 6) Accommodations for visual disabilities, such as the need for a reader, must be arranged prior to the examination date. See section on Special Needs on Page 11.
- 7) Bulky clothing, such as sweatshirts (hoodies), jackets, coats and hats, except those worn for religious reasons, may not be worn while taking the examination. Request for accommodation with regard to clothing must be submitted in writing, along with examination application.
- 8) All watches and “Fitbit” type devices cannot be worn during the examination. It is suggested that these items are not brought to the test center. If these devices are taken into the examination room, they must be handed-over to the exam invigilator, exam proctor or exam supervisor prior to the start of the examination(s).