

For the Proctor

This page of the form is intended for the use of the individual who has taken responsibility for proctoring the exam for one or more student athletes from the University of California, Berkeley.

When professors allow approved exam proctors to administer exams on the road, they trust that these exams are administered in accordance with University policy and are free of violations of academic integrity. Therefore, it is vital for the integrity of institutions as well as the protection of the student athletes that exams be proctored according to the exact guidelines and instructions given by the professor.

I acknowledge that I have read, understand, and agree to adhere to the **Exam Proctoring Guidelines**. I understand that testing materials must be secure at all times, and it is my professional responsibility to protect their security.

I therefore pledge that:

1. I have read and reviewed the **Exam Proctoring Guidelines**.
2. I will not keep, copy, reproduce, paraphrase, distribute, or discuss any test materials and/or test items.
3. I will not allow access to the test materials to any student or other person not authorized.
4. I will not alter students' responses in any manner (e.g., indicate answers, point out rationale, prompt, etc.).
5. I will adhere to the testing accommodations listed therein if I serve as a proctor for students with Disabled Students Program (DSP) approved accommodations.
6. I understand that if a breach of test security is a direct result of my actions, consequences may include invalidation of student test results and disciplinary action.

Proctor Name (Print): _____

Signature: _____

Title: _____

Department: _____

Institution: _____

Date: _____

For the Students

This page of the form is intended for the use of the student athletes from the University of California, Berkeley, who have been allowed to take the exam under the supervision of a proctor.

Course: _____ Section number _____

Exam date: _____ Exam length : _____ minutes maximum

Students, please read and sign below.

Student Pledge:

I pledge to maintain the integrity of this exam. As such, I pledge I will abide by the exam instructions specified by my professor for this exam. I also pledge to withhold communication by any means with anyone about the content of the exam until myself and the entire class has completed this exam. I understand that communicating with anyone about the content of the exam before the professor specifies is considered academic misconduct and can be reported to the office of student conduct.

Print Name: _____ Sign Name: _____

Date: _____ Start Time: _____ End Time: _____

Print Name: _____ Sign Name: _____

Date: _____ Start Time: _____ End Time: _____

Print Name: _____ Sign Name: _____

Date: _____ Start Time: _____ End Time: _____

Print Name: _____ Sign Name: _____

Date: _____ Start Time: _____ End Time: _____

Print Name: _____ Sign Name: _____

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