UAF eLearning Exam Center Rules & Procedures

2175 University Ave. S., Suite 200, Fairbanks AK

Hours: 8a -5p Mon, Tue, Thurs, & Fri

Wednesdays 8a to 7p

UAF STUDENT CODE OF CONDUCT: Cheating, Plagiarism, or other forms of Academic Dishonesty:

- Using material sources not authorized by the faculty member during an examination, or assignment;
- Utilizing devices that are not authorized by the faculty member during an examination or assignment;
- Providing assistance to another student or receiving assistance from another student during an examination or assignment in a manner not authorized by the faculty member;
- Presenting as their own the ideas or works of another person without the faculty member’s permission;
- Knowingly permitting their works to be submitted by another person without the faculty member’s permission;
- Acting as a substitute or utilizing a substitute in any examination or assignment;
- Possessing, buying, selling, obtaining, or using a copy of any material intended to be used as an instrument of examination or in an assignment in advance of its administration;
- Altering grade records of their work or another student’s work; or
- Offering a monetary payment or other remuneration in exchange for a grade
- Use ANY electronic devices during an exam such as cell phones, programmable calculators, etc. unless otherwise specified by the instructor.

Upon arriving at the eLearning office, Students will sign in, provide photo ID, and be ready to state which course and which exam is needed. Shelves are provided for personal belongings but it’s best to come in with as little as possible.

UAF eLearning prohibits the following in the Exam Center:

- Food or drinks of any kind
- Personal pens, pencils (these will be provided in the exam center)
- Ball caps or hats with a brim
- Any materials not specifically permitted by the instructor including graphing calculators
- Cell phones or other electronics
- Book bags, backpacks, briefcases, or purses
- Children
- Personal scratch paper (these will be provided in the exam center)