Student Instructions for Final Examination

After you have read this document, the proctor will ask you to sign a “Certificate of Supervised Examination” form.

The examination period will begin after the proctor provides you with the final examination.

**PLEASE READ THE FOLLOWING INSTRUCTIONS CAREFULLY**

You must present a photo I.D. to your approved proctor. Please plan on up to three hours to complete the examination.

- NO COMPUTERS. You may not use any type of computer or word processor while taking this exam. All answers, essays, etc. must be handwritten.*

- You may not use instructional materials during the examination, unless otherwise specified by your UC Irvine Extension instructor.

- Once the examination has begun, you may not leave the examination room.

- TURN YOUR CELL PHONE OFF. You may not make or receive phone calls during the exam.

- When you have completed your examination, return the exam questions along with your answers to the proctor.

- Duplication of the test materials or answer sheet is not allowed.

The proctor will give you a copy of the “Certificate of Supervised Examination” form. Please retain this form until you receive your final examination grade from UC Irvine Extension.

Thank you for your cooperation. It has been a pleasure working with you and we look forward to assisting you with your future educational goals.

**GOOD LUCK ON YOUR EXAMINATION!**

*In accordance with federal regulations, exceptions will be made for students with disabilities who provide appropriate documentation to UC Irvine Extension prior to the examination. Call (949) 824-7945 for more information.

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