

Final Examinations



What YOU need to know...

**YOU MUST BRING YOUR 2010/11 VALIDATED STUDENT I.D. CARD TO EACH EXAMINATION.
DO NOT BRING YOUR LAPTOP TO THE EXAM ROOM UNLESS IT IS REQUIRED FOR YOUR EXAM.
PERSONAL BELONGINGS (KNAPSACKS, JACKETS, & HATS) MUST BE PLACED AT THE FRONT OR BACK OF THE ROOM.
ELECTRONIC DEVICES (CELL PHONES, IPODS) ARE TO BE TURNED OFF & PUT AWAY BEFORE ENTERING THE EXAM.
FOOD IS STRICTLY PROHIBITED!**

It is your responsibility to know the time and place that the exam is being written.

Bring extra writing instruments, particularly if you will be writing on Scantron cards. Your professor should have advised you what materials are required for the exam.

The following exam regulations are in effect:

- Enter the examination room **QUIETLY**. Student conversation is **not** permitted.
- Place your student I.D. on your desktop for the duration of the exam.
- Write your name and student number on each examination booklet.
- You will not be permitted into the exam room after the first **60 minutes** of the exam.
- You will not be permitted to leave the exam room during the first **60 minutes** of the exam.
- You may not leave the examination room in the last **15 minutes** of the exam.
- Answers to questions or problems during the exam will be answered when you raise your hand.
- Only one student at a time is permitted to leave the exam room to use the washroom.
- If you leave the examination room early, **you must clear the area around the exam room**.
- For students writing exams downtown, ID Services will be available in 61 Charles (DTA113) one hour prior to the beginning of the exam until one hour after the exam starts.

If you are prevented from writing an exam, contact the appropriate academic faculty **IMMEDIATELY**:

Faculty	Contact	Ext.	Email Address
Business & IT	Betty Khattab	3290	betty.khattab@uoit.ca
	Tara Ashley	2830	tara.ashley@uoit.ca
Centre for Students with Disabilities	Anna Woszewski	2742	anna.woszewski@dc-uoit.ca
	Carol Ferguson	2235	carol.ferguson@dc-uoit.ca
	CSD Test Centre	2742	csdtestcentre@uoit.ca
Social Science & Humanities	Kelly Newberry	5875	kelly.newberry@uoit.ca
	Karyn Douglas	2954	karyn.douglas@uoit.ca
	Elizabeth Long	3664	elizabeth.long@uoit.ca
Education	n/a	n/a	n/a
Energy Systems & Nuclear Science	Kerry Morrison	2932	kerry.morrison@uoit.ca
	Janis George	2414	janis.george@uoit.ca
Engineering & Applied Science	Karla Gomez	3643	karla.gomez@uoit.ca
Graduate Studies	Andra Drinkwalter	2211	andra.drinkwalter@uoit.ca
	Cristina Preece	3670	cristina.preece@uoit.ca
Health Science	Sherry Marshall	3166	sherry.marshall@uoit.ca
Science	Donna Epstein	3050	donna.epstein@uoit.ca
	Clarissa Livingstone	2176	clarissa.livingstone@uoit.ca

UOIT main phone number: 905.721.8668

In the event of **INCLEMENT WEATHER**, listen to The ROCK 94.9 FM or KX96 FM for exam cancellation notices.

ACADEMIC MISCONDUCT: Please refer to section 5.15 of the Academic Calendar. The penalty for misconduct ranges from a failing grade to suspension.

EXAM EMERGENCIES: Please follow the directions given by the proctor(s) or security personnel.

ILLNESS: If you become ill during the examination, notify one of the proctors immediately.