

Final Examinations



What YOU need to know...

YOU MUST BRING YOUR 2015/16 VALIDATED STUDENT I.D. CARD TO EACH EXAMINATION OTHERWISE YOU WILL BE REQUIRED TO IMMEDIATELY OBTAIN A TEMPORARY EXAM CARD FROM CAMPUS ID SERVICES.

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. If your exam is in multiple rooms, please ensure that you attend the room assigned to the alphabetical split of your family name.

It is your responsibility to know the time and place that the exam is being written. If you are writing an exam in the GYM or NEW GYM3, please arrive **30 minutes** prior to the start time. 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.**

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

Faculty	Contact	Ext.	Email Address
Business & IT	Deborah Treftlin	5300	deborah.treftlin@uoit.ca
	Deanna Frost	2830	deanna.frost@uoit.ca
Student Accessibility Services	Rachel Fuller	2742	Rachel.fuller@dc-uoit.ca
	Fotoula Douros	5692	fotoula.douros@uoit.ca
	SAS Test Centre	3266	studentaccessibility@uoit.ca
Social Sciences & Humanities	Elizabeth Long	3664	elizabeth.long@uoit.ca
	Academic Advising		sshadvising@uoit.ca
Energy Systems & Nuclear Science	Emily McKnight	5509	emily.mcknight@uoit.ca
	Marlene Mullings-Black	5511	marlene.mullings-black@uoit.ca
Engineering & Applied Science	Romy Herrera-Barnes	5747	romy.herrera-barnes@uoit.ca
	Rachel Dyers	5746	rachel.dyers@uoit.ca
Graduate Studies	Almey Tse Soriano	5431	almey.tsesoriano@uoit.ca
Health Sciences	Sharleen Ward	2949	sharleen.ward@uoit.ca
	Main Line	3166	healthscience.advising@uoit.ca
Science	Main Line	3050	science.advising@uoit.ca
	Donna Epstein	2996	donna.epstein@uoit.ca
	Nicole Suss	3888	nicole.suss@uoit.ca

UOIT main phone number: 905.721.8668

In the event of **INCLEMENT WEATHER**, please visit the UOIT website, radio and/or tv stations for exam cancellation notices.

ACADEMIC MISCONDUCT: Please refer to section 5.16 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.