

LANGUAGE ASSESSMENT CENTER (LAC) POLICY

No Cell Phones

Cell phones must be stored, they may not be accessed during the exam (even to check messages or time).

They may not be kept on the desk.

Code of Conduct:

A current UTK photo ID is required.

Testing Materials: As all testing is online, no materials are allowed during testing, not even paper and pencil/pen. Any use of materials during a test will be considered cheating. This will be strictly enforced. Students caught with any materials will have their testing session terminated, and the incident will be reported to the instructor.

Scheduling: Once a test is accessed, it must be completed in that one sitting. Students should make sure they have taken any restroom trips **BEFORE** going to the LAC. LAC hours are posted. It is the student's responsibility to allow enough time for a test.

Electronic Devices: The use of cell phones and MP3 players is strictly forbidden. All devices must be completely turned off; they may not be on vibrate or silent. Devices must be stored in the shelving provided for student use; they may not be accessed during the exam (even to check messages) or kept on the desk. Earpieces may only be used at the computer when using them for the auditory portions of the exam. Any use of an electronic device during a test will be considered cheating. This will be strictly enforced.

Failure to follow Test Center Policy or Test Center personnel instructions will result in the termination of your testing session and will be reported to the instructor, who may treat it as an act of academic dishonesty.