

- Exam Policy for OnLine Courses -

Grading for Exams:

There are 2 unit exams (100 points each) for this course, along with a Final Exam (200 points) given during Finals Week. See schedule.

No Make-ups are allowed, and any missed exam will be given a grade of zero. However, you will be able to replace your lowest unit exam (or missed exam) with the average of that exam score and the final exam percent score. The required final exam will be counted in full and cannot be dropped or replaced.

Exam Format:

All exams will be taken in *MyLab Math* (MLM). Unit exams will be 2 hours long and the final exam will be 3 hours long. Be sure to schedule yourself enough time to utilize the full amount of time allowed.

Location of Exam:

You have three options to take the exam. See the schedule for each exam for dates on each option.

Option 1:

Taking the exam at the Testing Center on the NWACC main campus, located in Bentonville. This is the preferred option for those who can make it to campus.

Details for scheduling your time with the Testing Center will be emailed before each exam opens.

Option 2:

If you are not a local student, you can test at an *approved* testing center at another college or university. I can assist you on finding a location. Once located, I will send that testing center the information needed to get you started on the exam, instruct them to provide you with scratch paper and, once you complete the exam, to scan/email the scratch paper back to me.

If this is your option, then you need to make certain that the location is approved at least a week in advance by me and the testing center, so that everything is set before the exam period begins.

Option 3:

If you wish to take your exams remotely then you can take your exams using Honorlock. Honorlock requires you to install a Google Chrome extension, which will restrict your computer's function while you take the exam and records your computer screen and webcam.

You *must* notify me ahead of time (at least a week in advance) if this is your desire option so I can send you more details and requirements that must be met when using this option.

If your computer does not meet minimal standards, or you do not have a webcam, you cannot use Honorlock. In that case you would have to use one of the other options. Also, if there is any technical issues while attempting to use Honorlock, you will then have to use one of the other options.

Schedule of Exams for Spring 2024:

Each exam may be taken twice (first attempt taken by its due date), with your exam score being the best of the two attempts. However, if you are using Option 3, you can only take one attempt on each exam using Honorlock.

	Testing Center Testing Approved Alternate Site Testing <i>Options 1 and 2</i>	Remote Testing via Honorlock <i>Option 3</i>
Exam 1	Monday – Thursday, April 8 – 11 First Attempt by Tuesday, April 9	Sunday, April 7, 4:00 – 10:00 PM Only 1 attempt allowed using Honorlock
Exam 2	Tuesday – Saturday, April 30 – May 4 First Attempt by Wednesday, May 1	Monday, April 29, 4:00 – 10:00 PM Only 1 attempt allowed using Honorlock
Final Exam	Monday – Thursday, May 6 – May 9 First Attempt by Tuesday, May 7	Sunday, May 5, 2:00 – 11:00 PM Only 1 attempt allowed using Honorlock