

Student Academic Integrity Certification

The School of Dental Medicine Student Code of Conduct contains the following statement:

Performance on Exams Should Reflect the Student's Ability:

Violations of this standard include:

- a) Giving or receiving privileged information regarding the specific content of an examination, prior to test time, which is not common knowledge of the participants, with the intent of gaining an unfair advantage.
- b) Giving, receiving, or using unauthorized aid during an examination, quiz, or competency.
- c) Disclosing the contents of an exam to a student who has yet to take the exam.
- d) Making an unauthorized copy of an exam or portion thereof, or retaining possession of any exam, which the instructor has no intention of releasing.

I certify that I have read and agree to comply with the statement above and with the School of Dental Medicine Exam Administration Rules for Students.

Student Name: _____

Student Signature: _____

Student #: _____

Date: _____

Fostering an Environment of Academic Integrity: Exam Administration Rules for Students

In order to foster an environment of academic integrity, students of the School of Dental Medicine are responsible for abiding by the following rules:

1. Seating Charts: A seating chart will be provided. You must sit in your assigned seat or risk automatic failure of the exam.
2. Electronic Devices: No cell phones, watches or other electronic devices of any kind are permitted on your person or at your desk. Cell phones and other devices must be left in lockers or turned off and left in your bag at the side of the room. If you are expecting an urgent call, please leave your phone with the proctor. **If you are found to have a cell phone on your person or at your desk in the testing area, you will automatically fail the exam.**
3. Dividers: You must use dividers at your desk when available.
4. Academic Integrity Certification: You must review and sign the academic integrity certification statement on the front of each exam.
5. Permitted Items: You will be permitted #2 pencils and an eraser. You may not place additional items (extra clothing, papers, etc.) on your desk during an exam. No food or drink is permitted at your desk, except at the discretion of the proctor. Hats are not permitted to be worn during exams (except religious attire). Ear plugs must be approved by the proctor.
6. Testing in Preclinical Areas: When testing in preclinical areas (e.g., the Simulation Clinic), all items on the top of the desk must be removed prior to the exam. In addition, the top drawer of each Simulation Clinic station must be emptied prior to exam week and all other drawers must be locked.
7. Questions During Examinations: Before exams are distributed, individual instructors will determine whether or not they will entertain questions during the examination. Typically, instructors will not entertain questions about the exam while the exam is being administered, except in the case of a major typographical error.
8. Exiting the Exam: When you exit the exam, you are to leave the area. Discussions outside the door of the exam room are prohibited. If you leave during an exam, you must sign out and sign-back in upon your return.
9. Confidentiality of Examination Content: The following are violations of the School of Dental Medicine's Student Code of Conduct and are strictly prohibited:
 - a) Giving or receiving privileged information regarding the specific content of an examination, prior to test time, which is not common knowledge of the participants, with the intent of gaining an unfair advantage.
 - b) Giving, receiving, or using unauthorized aid during an examination, quiz, or competency.
 - c) Disclosing the contents of an exam to a student who has yet to take the exam.
 - d) Making an unauthorized copy of an exam or portion thereof or retaining possession of any exam which the instructor has no intention of releasing.
10. Attendance: In cases where you must sign in to indicate that you were in attendance at a class session, you must sign in only for yourself. You are prohibited from signing in any other student. Signing in a fellow student on an attendance sheet is considered cheating.
11. Review of exams: In the case where an instructor permits you to review an exam after the exam has been graded, you may bring only a pencil and paper with you. You are prohibited from bringing a cell phone or other electronic device(s).