

**- Exam Policy for OnLine Courses -**

**Schedule of Exams for Summer II – 2025, first 5-weeks:**

Exam 1	Tuesday & Wednesday, June 3 & 4
Exam 2	Wednesday & Thursday, June 11 & 12
Exam 3	Monday & Tuesday, June 23 & 24
Final Exam	Wednesday & Thursday, June 25 & 26

Last Update: May 19, 2025

**Grading for Exams:**

There are 3 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 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 90 minutes long and the final exam will be 2 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.

*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 the Test Packet and, once you complete the exam, to scan/email the completed Test Packet 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. The Guidelines for Using HonorLock (located on the course webpage) must be followed fully.

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. This extension can be removed after you complete each exam.

It is highly recommended that you take the HonorLock Practice Exam, located on Canvas, before you take any of the unit exams. You *must* notify me via email after completing any of the exams, so I can access how you followed the requirements.

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 are any technical issues while attempting to use Honorlock, you will then have to use one of the other options.