



CUS-3: Proctoring

Supercedes:

Date of Approval: 9/13/2005

Policy Statement - As part of its public service and information mission, the Camden County Library System proctors exams for students who are in distance learning programs.
--

Regulations

1. Any librarian may proctor an exam.
2. The librarian proctoring the exam will follow the rules and regulations of the school providing the exam.
3. Proctoring will not be denied to anyone who follows the specified guidelines.
4. The library has the right to refuse proctoring services to any individual that does not follow the guidelines.
5. Student must provide identification in accordance with the school regulations.
6. The fee is \$10.00 per exam proctored plus any postage costs incurred.