



Exam Proctoring Center Academic Integrity Statement

Maintaining academic integrity is essential to the mission of the Exam Proctoring Center and the University of Vermont. All students are required to adhere to all University of Vermont student codes and policies, including the [Code of Academic Integrity](#), while testing at the EPC.

The University of Vermont's Code of Academic Integrity defines academic dishonesty as "Failure to abide by the four standards of academic integrity stated in this Code (plagiarism, collusion, cheating, and fabrication)."

All observed and suspected incidents of academic dishonesty and/or violations of the University of Vermont's Code of Academic Integrity and/or the Exam Proctoring Center Rules & Conditions while testing at the EPC will be reported by EPC Staff directly to the instructor and the Center for Student Conduct. Students' assigned SAS Accessibility Specialist will additionally be notified of the report.

This includes but is not limited to:

- ☐ Being found during testing with unapproved items including:
 - Cell phones
 - Computers
 - Tablets
 - Bluetooth or wired headphones (over-ear or earbuds)
 - Smart watches (i.e., Apple Watch, Samsung Galaxy Watch, Google Pixel Watch, etc.)
 - Fitness trackers (i.e., Fitbits,
 - Bags, backpacks, coats, or outerwear (without EPC staff permission)
- ☐ Being found during testing with unapproved materials including:
 - Note cards
 - Note sheets
 - Calculators higher than the level specified by the instructor
 - Notes written on the body
- ☐ Being found to provide, seek, or accept test information to or from other students in or outside of the testing area;
- ☐ Attempting to access or successfully accessing unapproved items or materials during exam breaks;

- Attempting to leave or successfully leaving the EPC with exam materials including:
 - Exam document(s)
 - Any EPC-issued lined or scrap paper (all used and blank sheets must be turned in at EPC check out)
 - Notes written on the body
 - Note cards and sheets (if faculty have not permitted return to student)
- Technology misuse during testing including:
 - Browsing unapproved online materials (i.e., Google, Wikipedia, ChatGPT, etc.)
 - Use of unapproved tech devices including cell phones
- Attempting to leave or successfully leaving the EPC without checking out at the EPC Front Desk for a break or upon exam completion.

If an incident of academic dishonesty is observed or suspected by EPC staff, EPC staff will make every effort to speak with the student as it occurs and interrupt the behavior when possible. EPC staff will speak with the student in a private setting away from other students and will inform the student of their observations, request that the student discontinue the observed behavior, remind the student of their duty to report their observations to the instructor and the Center for Student Conduct, and allow the student to continue testing.

Some incidents are observed by staff reviewing past recorded surveillance footage after the student is finished testing and leaves the EPC. In these instances, students will not be notified by EPC staff of their observations, but EPC staff will maintain their duty to report the observations to the instructor and the Center for Student Conduct.

EPC staff are objective observers of incidents of academic dishonesty. The role of EPC staff is to monitor students during testing and report all good faith observations or suspicions of academic dishonesty. After incidents that take place at the EPC are reported to instructors and the Center for Student Conduct, EPC (and SAS) staff do not have a role in the next steps. Students will typically receive a notification of the alleged violation(s) from the Center for Student Conduct and should be in touch with the Center for Student Conduct directly with any questions or concerns. More information about next steps for alleged academic integrity violations are available on the Center for Student Conduct [website](#).