

IMPORTANT ANNOUNCEMENT REGARDING EXAM RULES FOR EMU STUDENTS

Dear EMU Students,

As we approach the midterm exams, we kindly ask you to observe the following guidelines to help ensure the exams are carried out fairly, properly, and in line with academic ethics.

Students;

1. must arrive at the exam room at least ten minutes prior to the exam starting time and follow all instructions given by the invigilator(s) ,
2. must switch off their mobile phones, put any smart watches, headphones, tablets, laptops or **similar electronic devices**, course materials and personal belongings out of reach,
3. must present their printed or **digital ID card (EMU Pass)** before and/or during the exam,
4. should know that it is not allowed to leave the exam room within the first 30 minutes of the exam,
5. are allowed to sit the exam if they come to the exam room within the first 30 minutes, but they are not given any extra time,
6. must sign the attendance list with a PEN,
7. are not allowed to exchange pencils, erasers and any kinds of electronic devices such as calculators during the exam,
8. are allowed to drink water or any other beverages during the exam, on the condition that the beverages do not contain any cheating materials in or on the label tags. Any kind of food is not allowed during the exam,
9. should know that any communication between the students, acts of cheating or attempts to cheat during the course of an exam are considered as disciplinary violations. Cheating, seeking or providing assistance require disciplinary penalties under the "Regulations for Student Disciplinary". In such cases, the exam papers are immediately taken from the student and a disciplinary investigation is initiated for the relevant student.
10. can go to toilet if they are accompanied by an invigilator,
11. must use a **PENCIL** to mark the answers on an optic answer sheet.

Once again, we kindly remind all our students to adhere to the rules for the smooth and safe operation of the exams.

We wish you success in all your exams!

Prof. Dr. Sonuç ZORLU,
Vice Rector (Student Affairs)