

<i>Policy:</i> Exam window for Distance Students	<i>Issued:</i> 6/3/2008	<i>Revised:</i>	<i>Page 1 of 1</i>
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All proctored exams administered to the distance pathway pharmacy students that are offered within the pharmacy program (either required or elective) will be administered on the same day that campus pathway pharmacy students take their exam. The time window to administer exams to the distance students will be a maximum of 10 hours in length and will be available to take between the hours of 8:00 a.m. and 6:00 p.m. Central Time. The instructor of record has the prerogative to impart a shorter exam time window if so desired. Distance pharmacy students who reside in a time zone with a 4 hour or greater difference from Central Time (i.e. Alaska and Hawaii) are strongly encouraged to also complete their examinations within this same time window. However, if this is not possible, these students will be allowed to take a paper version of the exam if it will be administered after 6:00 p.m. Central Time and their 10 hour exam window will shift to their respective time zone. The exam will be shipped to the student's proctor site via FedEx with a return prepaid FedEx envelope. This process will begin with the fall 2008 semester.