

Test/Exam Expectations

Accessibility Services

Be Scent-sitive!



UPEI is a scent-free campus. Please be mindful of personal hygiene and avoid wearing scented products like perfume, lotions, or using scented laundry detergent. Strong scents may cause discomfort to others, and you may be asked to leave if they are disruptive.

Arrival Times

- For 50-minute to 3-hour tests: Arrive within the first 15 minutes.
- For 3-hour tests/exams: Arrive within the first 30 minutes.



What to Bring

Bring your own supplies (pens, pencils, erasers, calculators, etc.). We have a limited number to share.



A valid photo ID (UPEI ID or government-issued ID) is required.

No ID = no test.



Personal Belongings

- Proctors will check all items brought into the testing room.
- Unauthorized items (bags, notes, textbooks, jackets, wallets, phones, smartwatches, etc.) are not allowed in the testing space.



Need Help?

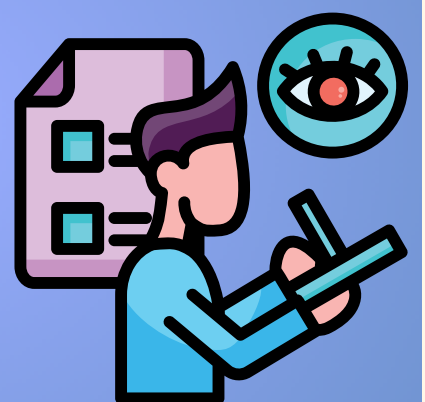
- Have a test question for your course instructors?
- Missing an approved accommodation?
- Is there an issue with your exam?
- Need to use the washroom?



Tell a staff member right away if you have any questions or issues!

Accommodations & Proctoring During the Test/Exam

- You will only receive accommodations approved by your Accessibility Advisor.
- All tests are supervised by Accessibility Services staff.
- Proctors do random checks during exams.
- Any academic dishonesty will be reported to your instructor.



Finishing Up

- Tell the proctor when you're done. Return all testing materials, including formula sheets, cue sheets, and scrap paper.
- Return any borrowed equipment. Report any damage immediately.
- Depending on the length of the test, you may need to remain in the room until at least 30 minutes after the scheduled start time in class. Once you've handed in your assessment, you can access any non-electronic materials you brought with you.

