

AOP-8-19-08-01
ECAMPUS PROCTORING POLICY

Introduction

TROY eCampus implemented a more stringent proctoring policy beginning August 2008 which will improve the validity of claims related to student authentication and enforcement of the instructor's requirement for a standardized testing condition.

Policy Requirements

The policy requires the student to use one of the following four options:

- (1) Individually purchase and use the Securexam Remote Proctor (SERP) device;
- (2) Use a third party certified testing center, such as Sylvan or Prometrics;
- (3) Use an approved Military Education Office testing office; or
- (4) Use a designated Troy University testing center located at a Troy University campus or teaching location.

Students with extenuating circumstances restricting them from complying with one of the four options can contact the eCampus Assistant Director for Testing for assistance.

Implementation

The policy implementation is incrementally by degree programs beginning August 2008. A demonstration of student identity authentication will be required for every student, every course, once the policy is fully implemented. The SERP device is available for purchase through MBS. Options three and four are available contingent upon the ability of the organization to accommodate students. TROY Global Campus will charge a nominal fee per exam for examinations proctored at teaching sites used to provide funding to support testing centers. Each Alabama campus will provide a fee-based proctoring solution. Students choosing to use any other options listed above are responsible for paying any fee(s) related to proctoring services. eCampus supports requiring a proctored exam be required for each course, each student, as approved by the appropriate academic dean. Course examinations must be deliverable through Blackboard examination module unless exempted by the appropriate academic dean. Questions related to this policy should be directed to the Director, eCampus.

APPROVED BY: ACADEMIC STEERING COMMITTEE, AUGUST 19, 2008

OPR: DR. EARL INGRAM