

CH 368 Hour Examinations

The "hour" exams in CH 368 are administered under the Biochemistry Honor policy. Each exam is self-scheduled during a certain three-day window. You will pick up your exam in the chemistry office during regular business hours, spend no more than two hours taking the exam, and then return the exam to Prof. Millard's mailbox when you are done.

Here are the responsibilities of students taking self-scheduled examinations:

- 1) An examination is to be taken in a public area in the Natural Sciences complex.
- 2) An examination can only be taken during the specified hours and days.
- 3) You should not spend longer than the specified time on an examination.
- 4) You are not to speak at all about any examination until the examination period is over. Even comments such as "That was an easy exam" or "Have you taken the exam yet?" should not be made.
- 5) You are bound by your honor not to use any unauthorized aid on the exams.
- 6) You are bound by your honor to report anyone committing academic dishonesty on an exam.

Further information about the exams:

- You will pick up your exam from the chemistry office (Keyes 108) between 8:00 AM and 3:00 PM during the exam period. Exams will be in a box in the chemistry office; ask Amy Poulin, the chemistry secretary, for help if you have trouble finding them. Take only your copy of the exam, as indicated by your name on the manila envelope.
- For Exam 1, you may take the exam from Wednesday, March 7, through Friday, March 9. For Exam 2, you may take the exam from Monday, April 16, through Wednesday, April 18.
- Leave any books, notes, cell phone, etc. in your room. Bring a non-programmable calculator with you. You may take the exam in the Olin library, the biochemistry lab, or in a lounge, hallway, or classroom in Keyes, Arey, or Olin. For your own protection, do not take the exam in a research lab.
- Please write the time that you begin and finish on the exam. (You should plan to spend two hours on the exam.)
- When completed, immediately return the exam in its envelope to Prof. Millard's mailbox. (If the chemistry office is closed, you will have to take the exam upstairs to Prof. Millard's office.) You must turn in your completed exam no later than 5:00 PM.
- If your class schedule does not leave you two consecutive free hours during the 8:00-5:00 window on any of the exam days, please discuss alternative arrangements with Prof. Millard.