

FIRAT UNIVERSITY FACULTY OF PHARMACY

Rules to Be Followed During Exams

The rules that students must follow during exams are as follows:

1. Students must bring their student ID card to the exam. Before the exam starts, the student ID card must be placed on the desk and kept there throughout the exam.
2. All instructions and warnings given by the exam proctor regarding seating arrangements must be followed to ensure order and discipline.
3. Students are not allowed to leave the exam room during the first 15 minutes and the last 5 minutes of the exam. A student who leaves the room cannot re-enter and continue the exam.
4. After the first 15 minutes of the exam, no student is allowed to enter the exam room.
5. The necessary information such as name, signature, and number on the question and answer sheets must be filled in completely.
6. A black pencil with dark writing must be used for all writing and markings on the answer sheet.
7. If there is an error or mistake on the question sheet, the exam supervisor and proctor must be informed.
8. All devices brought by students, including mobile phones, tablets, computers, smartwatches, Bluetooth headphones, etc., must be turned off and left on the desk at the podium before entering the exam room.
9. If a second phone is discovered during the exam for any reason, an Exam Report will be prepared, and an investigation will be initiated against the student.
10. During the exam, the exam sheet must be kept in a way that other students cannot see it.
11. Students are not allowed to share tools such as pens and erasers during the exam.
12. No unnecessary noise should be made during or after the exam.
13. All instructions and warnings given by the exam supervisor and proctor during the exam must be followed.
14. A student who finishes the exam cannot wait in the exam room or corridor outside of the designated times.
15. If permitted by the exam supervisor, a calculator capable of performing simple operations may be used. The calculator must not have an alphabetical keypad or allow for programming, storing, or executing functions.
16. Students are not allowed to bring any documents such as papers, books, notebooks, notes, etc., tools such as compasses, protractors, rulers, etc., or communication, storage, recording, and data transfer devices such as computers, tablets, radios, cameras, etc., into the exam, except for the materials previously determined and announced by the exam supervisor.

17. Students who engage in actions such as cheating, attempting to cheat, giving assistance, or helping others cheat will have an Exam Report prepared, and a disciplinary investigation will be initiated against them.
18. Students who tear up the question or answer sheet, take the exam on behalf of another student, or allow someone else to take the exam in their place will have an Exam Report prepared, and a disciplinary investigation will be initiated against them.
19. The question and answer sheets must be submitted to the exam proctor in complete and undamaged condition at the end of the exam.
20. The time allotted for answering questions during the exam must be strictly followed as indicated on the exam paper or as communicated orally by the exam supervisor.

All other rules that must be followed during the exam are expected to be adhered to completely. It is reminded that any misconduct may jeopardize the validity of the exam. We wish all our students success in their exams.

DEAN'S OFFICE , FACULTY OF PHARMACY, FIRAT UNIVERSITY