

EASTERN MEDITERRANEAN UNIVERSITY

2019-2020 Spring Term Faculty of Architecture Online Final Exam Principles *

The following principles cover those of the Eastern Mediterranean University Online Examination principles that are suitable for the Faculty of Architecture. The purpose of these principles is to determine the principles and rules that instructors and students must follow in the Faculty of Architecture's Online Exams. In practical lessons, these principles can be stretched according to the nature and need of the lesson.

1. Students are responsible for all technical equipment required to take the online exam and hold the responsibility for the installation and operation of this equipment.
2. Students who are in the TRNC but do not have the necessary technical equipment for the online exam can be granted the right to benefit from the computer laboratories of the university if the conditions are appropriate. Students who want to benefit from this right should apply to the e-mail address: onlinesinav@emu.edu.tr at least 24 hours before the exam date.
3. Online final exams are planned by the exam commission and announced on the student portal.
4. Announced exam hours are local time in TRNC. Students abroad must pay attention to this issue. The responsibility belongs to the student in this regard.
5. Access to the exam can be provided between the start and end times of the exam. Those who take the exam late are not given additional time.
6. It is obligatory to check the identity of students under registration before starting the exam. In cases where the number of students is high and it is not possible to take attendance, some questions can be directed to random authentication during the exam, and identity check can be made. Students are obliged to answer the questions directed to them with video and / or audio.

7. Before the start of the exam, the duration of the exam, the number of questions, ethical issues and other special rules about the exam are announced verbally / in writing by the course instructors.
8. The instructors are required to announce the solutions of the exam or the solution key as online after the exam is completed.
9. In case a student has to exit the exam for any reason (internet / power outage or device malfunction, etc.) s/he has the right to enter the system and continue the exam until the exam period ends. However, additional time due to this situation is not given to the student.
10. The student who cannot complete the exam or cannot take the exam for reasons such as internet / power outage or device failure etc., has the right to apply for a make-up exam by informing the instructor of the course, using the university e-mail address, within 3 business days following the exam date.
11. During the exam, it is forbidden to slow down, disrupt the test system or make any other attempt to disrupt the order of the exam. (All movements of the students who access the exam system are logged. Successful or unsuccessful login attempts and reasons, device information, IP information, transitions between pages / questions, marked answers, etc.)
12. The exams of students who take the exam instead of another student and those who ask another person to enter the exam instead of themselves are considered invalid and a process will be initiated about them within the framework of the Student Discipline Regulations of Eastern Mediterranean University.
13. If there is a one-to-one resemblance between the solutions that the students upload to the system, a process will be initiated about both of the students within the framework of the Eastern Mediterranean University Student Disciplinary Regulations with the suspicion of copying.
14. Students who want to object to the exam results have the right to apply to the instructor of the course via the university e-mail address within the framework of the Eastern Mediterranean University Examination and Evaluation Regulations.
15. The principles of online exams to be followed in the Faculty will be announced to the students by the instructors of the courses. Students must act in accordance with these principles and rules and exam instructions.

16. Those who violate the above-mentioned principles and rules and other rules in the Eastern Mediterranean University regulations will be subject to the disciplinary procedures within the framework of the Eastern Mediterranean University Student Disciplinary Regulations.

* It was formed based on the decision of the Faculty Board dated 10 June 2020 and numbered FK020-10 / 01.