

For mid-term and final exams **that are written in University instructional spaces**, the student guidelines contained in the [protocols for in-person classes on the Kingston campus](#) will apply. This includes current guidelines on self-assessment prior to arriving on campus, wearing of masks and restrictions on eating and drinking in classrooms.

1. As with in-person class protocols, students must complete a self-assessment prior to entering an exam hall. Some Faculties/Schools may require that students show the status of “approved to be on campus” on their phones using the SeQure app.
2. Students must be responsible for their wellness and not attend exams on campus if they are unwell. They should follow their Faculty/School protocol for academic consideration to arrange a deferred exam or other consideration.
3. Students should not arrive at an exam hall exhibiting symptoms of COVID-19. However, symptoms may develop during the course of writing the exam. Proctors should announce at the start of the exams that if symptoms develop, students should leave the exam hall and discontinue writing the exam. These students will not be permitted to return to the exam hall to complete the exam. Students who abandon an exam due to illness should contact their instructor and Faculty/School Office as soon as possible.
4. Students must wear an ASTM F2100 Level 2 or 3 medical-grade mask covering the nose and mouth at all times while writing an exam. If they cannot wear a mask, refuse to wear one, or wear it improperly, they must be turned away from the exam hall.
5. Proctors may request that students briefly remove their masks to confirm their ID’s. To do this, proctors will require an ASTM F2100 Level 2 or 3 medical-grade mask and eye protection.
6. Eating is not allowed in the exam hall during the writing of an exam. Students may lower their masks briefly to drink water if needed and then put them back on.
7. Exam hall rooms will be thoroughly cleaned once per day. No cleaning will be provided between exams, just as it is not being provided between classes. Students should feel free to bring sanitizing wipes to their exams and wipe down desks and chairs if they wish.