



Proctoring Policy

The library shall provide a designated space for the administration of exams. There shall be no charge for this service, unless otherwise specified by the library.

It is the responsibility of the student to contact the library and make an appointment to take the proctored test.

We agree to allow students to take exams at the library subject to the following restrictions:

- This service is for Stamford residents only.
- If a room is needed, reservations are required.
- Before the student enters the exam room, the librarian on duty will read all the instructions provided by the vendor.
- Under no circumstances will the librarian(s) be responsible for physically monitoring the exam. All students taking exams are strictly on the honor system. We provide only the space, and a signature to verify that the exam has been taken on the premises.