

## **Final Exam Policy**

### **Proctored Final:**

- In order to complete an Idaho Digital Learning Academy course, you must take a proctored (supervised) comprehensive final exam at an approved site.
- This exam grade will account for 20% of the final score for the course. Dual credit (concurrent credit) courses may vary according to university policy.
- If you do not take a final exam, the final course score will be reported as a 10% grade.

### **Retakes:**

- The local school district may request a retake on the final exam.
- The highest score of the two attempts will be calculated as 20% of the final course grade.
- No further retakes will be granted. University policy does not allow for final retakes in dual credit courses.

### **Academic Dishonesty:**

- If a teacher, an administrator, district personnel, or an Idaho Digital Learning staff member suspects (based on the quality, substance, or content of the student's answers on the proctored final exam) that a different person may be doing the coursework, they have the right to initiate an investigation of the student's work.
- Such an inquiry might include, but is not limited to; questioning the enrolled student about specific aspects of work submitted in his or her name, requesting that the student produce saved files and/or comparing writing samples.
- In cases where the investigation proves academic dishonesty, disciplinary actions may be instituted by the local school/district and the final course grade will be reported as a 10% grade.