

English 101 Exit Exam Guidelines for Students Fall 2003

1. In order to complete English 101 with a passing grade, you must pass the exit essay exam.
2. You will not be admitted to the exam without a photo ID.
3. You will be given two opportunities to pass the exam. If you are absent on the day of the first exam, you will have only one opportunity to take and pass the exam. If you are late, you may not be able to take the exam.
4. Results will be posted by the last 4 digits of your social security number and by your section number. It will be your responsibility to check on the results. You may not call the college to get the results.
5. If you fail the exam, it will be your responsibility to drop the course; otherwise you will receive an "F" in English 101.
6. Your exam will not be evaluated by your instructor; it will be evaluated by at least two other instructors.
7. All exams will be available for review with your instructor, but they will remain the property of the college and will not be returned.
8. To be considered a passing exam, the essay that you write must follow directions and respond to the specific question/statement given in the prompt; otherwise, you will fail the exam.
9. Your essay must meet a minimum length requirement: 450 words, (must use Times New Roman Font, 12 point type, double spaced with 1 inch margins.)
10. During the exam, you must save on the disk provided ("A" drive), frequently. If your computer crashes, and your paper cannot be retrieved, we may not be able to accommodate your retaking the exam.
11. If you cheat on the essay, you will receive an F in the course and you may be expelled from school.

I have read and understood the guidelines regarding the English 101 Exit Essay Exam.

I have read and understood the evaluation criteria for the 101 Exit Essay Exam.

I agree to have the results posted by the last 4 digits of my social security number.

Name: _____

Date: _____

Instructor and Section Number: _____