1. Purpose:
   The purpose of the Proctor Policy for Remote Students is to provide consistent procedures for faculty and students who are using proctors for examinations.

2. Policy:
   a. Any student requiring a proctor for examinations must select a proctor according to instructions provided by the course coordinator.
   b. The course coordinator is responsible to orient proctors to their responsibilities.

3. Information on the process of obtaining, orienting, and using proctors can be found in Appendix V.