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.**