

Rule and Regulations for Remote Final Exams

To ensure fair and smoothly run online final exams for the summer semester of academic year 2019, the following rules and regulations for the remote final exam have been introduced:

- 1) Eligible students are required to read and comply with exam practice guidelines (see Attachment 1) before taking the online exam.
- 2) Students must dress properly while taking the online exam.
- 3) Students must arrive at the online exam room by the Zoom Platform by using the provided meeting ID and password at least 30 minutes before exam time and prepare to show student ID to the exam proctor.
- 4) Students who arrive 30 minutes after the start of the online final exam in that subject will not be permitted to take the exam.
- 5) Students are required to turn on the camera, using the Zoom Application, for the entire exam period.
- 6) Students are not permitted to talk to, or consult with, anyone by any means during the online exam.
- 7) Students who complete the exam before the end of the exam time must remain in the online exam room until the exam time is officially over.
- 8) After the exam time ends, students may start the submission process only when the exam proctor permits it. Also, make your phone available so that the exam proctor can contact you if necessary.
- 9) In emergency cases, such as when students who are unable to enter the exam room, electrical blackout, or internet network issues, please contact BE International Program, TU Faculty of Economics at Tel. 081-928-4567, 02-613-2437 or Email: be_final2020@econ.tu.ac.th
- 10) In case of technical problems with Zoom or an internet connection, students may contact the aforementioned hotlines or send a short email message stating the problem and continue to complete the exam until the exam is over. After the exam ends, students must complete a form reporting the problem and submit it to the B.E. International Program as soon as possible.