

SCOTT COUNTY LIBRARY SYSTEM EXAM PROCTORING POLICY

The Scott County Library System offers proctoring services for a per test fee established by the Board of Trustees. The service is offered at the Eldridge location, and arrangements must be made at least one week in advance. Library staff reserves the right to deny requests based on staffing or facility constraints. Exam takers assume the responsibility for any costs associated with scanning, copies, or postage. If the institution requires that the exam taker receive constant, uninterrupted observation during the exam, the Scott County Library System cannot proctor.

Approved by the Board of Trustees
October 2015
Revised August 2018
Revised May 2022
