



THE UNIVERSITY OF
TENNESSEE
KNOXVILLE

STUDENT DISABILITY SERVICES

Proctoring Options

Instructors are responsible for providing all approved accommodations outlined in students' course access letters. However, the Student Disability Services (SDS) testing center proctors in-person quizzes, tests, and final exams in cases where accommodations cannot be adequately provided in the classroom, so that students receive their accommodations in an equitable manner. SDS does not proctor online tests administered outside of the classroom. Most accommodations can be effectively provided by instructors in online settings in whatever manner they choose to proctor.

Please see the below table for detailed information about proctoring options for various course modalities and testing methods.

| Course modality | How the exam is administered to the class | Proctoring options | Is my exam eligible to be proctored by SDS? |
|------------------------|--|--|--|
| Face-to-Face | Students take tests in the classroom together on paper or on a computer. | <ul style="list-style-type: none">• The student may take the exam in SDS.• The instructor may proctor the exam if they wish to appropriately provide each of the approved accommodations. | Yes |

| Course modality | How the exam is administered to the class | Proctoring options | Is my exam eligible to be proctored by SDS? |
|-----------------|---|---|---|
| Face-to-Face | Students take tests online outside of class, with or without the use of remote proctoring programs. | <ul style="list-style-type: none"> • Students with accommodations will take their tests outside of class, as well. • Accommodations such as extended time may be added in Canvas or other relevant testing platform. • Students will only test in SDS if SDS determines in advance that the student has assistive technology accommodations that cannot be provided in the platform. This is a very rare occurrence. | No |
| Hybrid | Students take tests in the classroom together on paper or on a computer. | <ul style="list-style-type: none"> • The student may take the exam in SDS. • The instructor may proctor the exam if they wish to appropriately provide each of the approved accommodations. | Yes |
| Hybrid | Students take tests online outside of class, with or without the use of remote proctoring programs. | <ul style="list-style-type: none"> • Students with accommodations will take their tests outside of class, as well. • Accommodations such as extended time may be added in Canvas or other relevant testing platform. • Students will only test in SDS if SDS determines in advance that the student has assistive technology | No |

| Course modality | How the exam is administered to the class | Proctoring options | Is my exam eligible to be proctored by SDS? |
|---|---|--|---|
| | | <p>accommodations that cannot be provided in the platform. This is a very rare occurrence.</p> | |
| Fully online (Synchronous) | <p>Students take tests in the Zoom classroom together on paper or on a computer and are proctored in real time by their instructor.</p> | <ul style="list-style-type: none"> • Instructors will proctor students with accommodations via Zoom. • Accommodations such as extended time may be added in Canvas or other relevant testing platform. • Students will only test via Zoom with SDS if SDS determines in advance that they have assistive technology accommodations that cannot be provided online. This is a very rare occurrence. | No |
| Fully online (Synchronous and Asynchronous) | <p>Students take tests online outside of class, with or without the use of remote proctoring programs.</p> | <ul style="list-style-type: none"> • Students with accommodations will take their tests outside of class, as well. • Accommodations such as extended time may be added in Canvas or other relevant testing platform. • Students will only test in SDS if SDS determines in advance that they have assistive technology accommodations that cannot be provided online. This is a very rare occurrence. | No |