

By Republication and Additon

Conduct of Examinations

Honor Code

"The students of Northwestern University School of Law shall recognize an overriding moral obligation to ethical conduct. It is, therefore, incumbent upon each student to conduct himself with honor throughout all phases of his law school academic life. To insure that the integrity of the law school community be at all times beyond reproach, each and every breach of that obligation to honorable conduct shall constitute a violation of the Honor Code.

"In recognition of each individual's duty to secure an effective administration of the Honor Code, the primary responsibility for reporting breaches of the community's integrity shall rest with that student committing the breach. He shall report the breach to the Chairman of the Board of Governors. If the violator has not reported himself, then each person who witnessed the violation shall have a duty to a) either go to the violator and ask him to report himself or b) report the violation directly to the prosecutor. If those witnessing the occurrence elect the first alternative and if the violator still refrains from reporting himself, it shall be the duty of those witnesses to report the violation directly to the prosecutor. Failure to so comply with this duty may in and of itself constitute a violation of the Honor Code."

Rules Governing Examinations

The following procedures shall govern during all Law School examinations:

- (1) The staff administrator will announce the duration of the examination period and the materials which may be brought into the examination.
- (2) All unauthorized materials must be removed from the examination room by the students possessing them.
- (3) The staff administrator will announce that the examination is being given subject to the provisions of the Honor Code.
- (4) The students will be given time prior to the examination to fill in the cover page(s) of bluebooks and the information required on the grade slips.
- (5) The staff administrator will announce the beginning of the examination period.

(6) If a student leaves the examination room during the examination period, only examination questions may be taken with him for a limited and reasonable time. ("Questions" shall include objective exams with answer sheets attached)

(7) The staff administrator will announce five and one minute warnings prior to the end of the examination period.

(8) The staff administrator will announce at the end of the examination period that time has expired, upon which signal all writing must stop immediately and all bluebooks and answer sheets must be closed.

(9) The bluebooks and answer sheets (and all other requested materials) should be turned in to the staff administrator before leaving the examination room. Never leave your completed exam on your desk as it will not be picked up by the administrator.

It is the policy of the Board of Governors that:

- a) "Any reading of the examination questions and any writing which could give one student a competitive advantage over others prior to the time designated for beginning the examination is a violation of the Honor Code.
- b) "Any and all writing inside bluebooks or upon the answer sheets after time has been called is a violation of the Honor Code and should be reported as such by the student. An open bluebook after time has been called is evidence of a Code violation."

Date

Jan 8, 1969

For the Board

Barry T. McNamara

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Chairman, Board of Governors