



Code of Conduct Agreement

Toronto MELAB Centre asks all candidates to sign the following Code of Conduct Agreement, and submit this document with your Official ID form when appearing for the test. Please read the following document carefully before signing. If you have any questions, please ask for clarification prior to writing the examination.

I _____ (Last name) _____ (First Name) (please print) agree to the following:

- 1) **That I will not bring any paper into the exam.** This includes notes, electronic translators, study materials, books or e-books (including dictionaries) to the exam; nor will I attempt to cheat by copying, sending, or receiving MELAB questions or answers from other examinees either before, after, or during the examination.
- 2) **I will not remove any exam information from the examination room.** I will not copy either by hand or electronic device, such as video recorder, camera, or audio-recorder any MELAB materials. All composition papers, test booklets, answer sheets, note taking pages, and any papers provided during the examination are the property of the University of Toronto and the University of Michigan. The removal of any test information constitutes theft.
- 3) **I will not bring my cell phone, pager, MP3 player, iPod,** or any other electronic equipment that causes noise, or that might send or receive photographs, audio recordings, or text messages. Any disruptive devices may be confiscated. **If your cell phone goes off during the test, your test results will be nullified,** and you may be asked to leave the room.
- 4) **Each portion of the examination is carefully timed. I will not begin writing until time is called, and I will stop writing when time is called.** I accept that anything I write outside of these limits will not be scored.
- 5) **I will present two (2) pieces of photo ID that represent MY OWN full legal name and birth date in English characters.** One piece of identification must be a (photo-bearing) Driver's License, Health Card, Permanent Resident Card, or Passport. In signing this document, I certify that the ID is my own. **I understand that it is a criminal offence to represent someone other than myself for the purposes of examination.**
- 6) I understand that any misconduct, as specified above, or as described in the *Michigan English Language Assessment Battery Information and Assessment Bulletin, 2006-2007*, will result in the forfeiture of all fees, regardless of whether the test scores are processed.

Signature: _____

Date: _____

Date of Birth: _____