



Johns Hopkins University  
Mathematics Department  
Online Summer Course  
Exam Verification Instructions

We appreciate your willingness to be of service to this student and to our program. Attached to this email you will find a JHU Mathematics Exam Verification Form and a fax cover sheet. A copy of the JHU Mathematics Exam Verification Form should be submitted with each exam.

1. The exam should be conducted in accordance with the principles generally understood to be necessary for the convenience and comfort of the students taking an examination during an uninterrupted time period.
2. The student should not be left alone while he/she is writing the exam.
3. The students must not have access to any books, notes, reference materials, or instruments other than ordinary writing materials. Calculators should not be used unless otherwise specified.
4. Please confirm that each student taking the exam has both signed and printed his/her name on the first page of the exam and on the JHU Mathematics Test Verification Form.
5. Once the form is complete please return the exam and form to us by faxing. Please use the attached fax cover sheet to assure the exam reaches the right place. If faxing is not possible, you can email scanned documents to [course@math.jhu.edu](mailto:course@math.jhu.edu). Please scan all the documents as a single .pdf file if you are emailing.