

Florida Atlantic University

Regulation 7.010 Examinations and Assessments

- (1) All examination and assessment instruments, including developmental materials and workpapers directly related thereto, that are prepared, prescribed or administered by the University are exempt from disclosure under section 119.07(1), Florida Statutes, and section 24(a), Article I, Florida Constitution, as provided in section 1008.23, Florida Statutes.
- (2) The security and confidentiality of examination and assessment instruments shall be protected against unauthorized access or disclosure, through encrypted electronic means or secure storage.
- (3) All third-party contractors responsible for administering or proctoring examinations or assessments shall be required to comply with this regulation.
- (4) Destruction of obsolete examination and assessment instruments and related materials shall be implemented pursuant to applicable records retention schedules and University regulations and policies.
- (5) Access to, or authorized disclosure of, examination and assessment instruments to faculty, staff and students outside of the regular examination or testing process shall be permitted by faculty in their reasonable discretion and/or as otherwise directed by the Provost's office or required by applicable law and may be shared with other school officials who have legitimate educational interests in the information.

Specific Authority Section 7(d), art. IX, Fla. Const.; BOG Regs. 1.001 and 3.005; Section 1008.23, Florida Statutes. History: New 02-14-2023.