

BRYN MAWR COLLEGE GRADUATE SCHOOL OF SOCIAL WORK AND SOCIAL RESEARCH

Waiver Examinations



Please read all the instructions below thoroughly before beginning an exam. If you have questions, contact the Dean's Office at 610-520-2603 before beginning an exam.

It is possible for students to waive by written examination certain required courses with the exception of Field Education, Practice courses, Assessment and Psychopathology Across the Life Span, Community Strategies and Assessment: Advocacy and Action, and Multiculturalism and Diversity: Advanced Perspectives. Students must have satisfactorily completed undergraduate or graduate course work in the area(s) in which they are taking the waiver exam(s). This course work must be supported by an official transcript. Students must identify by course number and institution the previously taken course which includes the content of the course to be waived. This information must be noted on the sign-up form and will be reviewed through the Office of Admissions. Students may be asked for further supporting documentation, e.g., course description, syllabi.

Students receive one unit of credit for any waiver exam that they pass and each course waived through the passage of a waiver exam will reduce by one the number of courses required for the MSS degree. Credit will be awarded upon satisfactory completion of one semester. Failures are not noted on the academic record and advisors are only informed of satisfactory attempts. Course descriptions are available for review in the Office of Admissions or on the School's website (<https://www.brynmawr.edu/socialwork/courses>). Waiver exams are taken using Moodle.

Rules for Waiver Exams:

All waiver examinations for B503, B505, and B507 *may only be taken prior to the beginning of the first semester*. Exams are available from Monday, May 1, 2017 through Monday, August 28, 2017. **There will be no exceptions made.**

First year students will receive an email in October regarding waiver exams for second semester courses (B504 and B517). The Dean's Office will specify dates in November when these exams will be available. ***This is the only time these exams may be taken - - no exceptions.***

Each exam may be taken only once. Students are allowed 2 hours to complete the exam.

Students must agree to the following before taking the waiver exam(s):

- The waiver exams are "closed book" exams; you are not to seek assistance from any outside source.
- The exam questions and your responses are to be held in confidence and not shared or discussed with anyone, even if you elect not to complete the exam.

Note: The scores you receive upon completing an exam do not reflect an accurate score. The score for each question is an arbitrary score which is necessary to assign for technical reasons. Exam results are sent to students from the Dean's Office by email. Any questions about the results should be directed to the Dean's Office (610) 520-2603.

Technical Instructions Before Beginning An Exam:

- Internet Explorer version 8 is ***not*** compatible with timed exams on Moodle.
- Make sure you have your browser window fully sized (resizing during the exam may cause problems with the exam).
- Make sure you are ready to take the exam. You cannot pause the exam or come back to it later.

To take an exam:

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- In Moodle, go into the exam section and select the exam that you wish to take ([bmc.ORG.gsswwaiver](#)).
 - Enter the exam password emailed to you from the Dean's Office.
 - You will be asked if you are sure you're ready to take this exam. Sometimes the text does not appear. Click on "OK" if you are ready to take the exam.
 - ***Note: You will not be allowed to exit and then return to the exam once you've entered it. You must be prepared to finish the exam at the time you begin.***

Once the exam is in progress:

- Do not resize your browser window
- Do not browse elsewhere
- Some of the exams do not require answers for all questions. ***Read the directions carefully.***
- You may save your answers periodically by clicking the "Save" button at the bottom of the page. It is highly recommended that you do this.
- If you experience technical difficulties, call 610-526-7440 during regular business hours, preferably while you are taking the exam.
- If you experience technical difficulties outside of regular business hours, try to finish the exam, hit the submit button and email the Help Desk at help@brynmawr.edu right away.
- ***To finish your exam, click on the submit button. If you do not do this, your exam will be lost!*** Be sure you are completely finished. ***Once you click submit, you may not return to the exam.***