IDENTITY POLICY

WEST COAST BIBLE COLLEGE & SEMINARY

WC BCS

STUDENT IDENTITY VERIFICATION POLICY
Reviewed September 2020

STUDENT IDENTITY VERIFICATION

WCBCS affirms that the student who takes an assessment is the same person who enrolled in the program and that the examination results will reflect the student's own knowledge and competence in accordance with stated learning outcomes. As such, we have developed the following policies.

ENROLLMENT: When enrolling, students must submit a copy of a government-issued ID to verify their identity. Students must give one email address at enrollment and use that email address for official communications.

EXAMS: To protect the security of our assignments and the integrity of the testing process, students will be required to submit their Student Portal Username, Student Portal Password, IP Address, name and email in order to take an assessment.

PROCTORED EXAMINATIONS: All students will be required to take a proctored comprehensive exams (CE) throughout their programs. Proctors must be approved BEFORE taking the exam, as they will provide the student the link to the exam. A link to the Proctor Request Form can be found at the top of the page with all course links or on the WCBCS Resources page.

The proctored examination schedule is as follows upon the completion of the listed courses:

Bachelor CE #1: BIBL 101, COUN 101, and MIN 101
Bachelor CE #2: BIBL 201, BIBL 202, and MIN 201
Bachelor CE #3: BIBL 302, HIST 301, and THEO 301
Bachelor CE #4: BIBL 401, COUN 401, and PHIL 401

MASTER AND DOCTORAL PROGRAMS: Students are required to take a proctored final exam as follows:

Master/Doctoral CE #1: For the final exam of the first course
Master/Doctoral CE #2: For the final exam of the fifth course
Master/Doctoral CE #3: For the final exam of the last course

INTEGRITY POLICY

WEST COAST BIBLE COLLEGE & SEMINARY

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STUDENT INTEGRITY/VERIFICATION POLICY

Reviewed September 2020

Students may not take the examination until they have completed the courses at each level. The required minimum passing score for undergraduate students is 70 and 80 for graduate students.

Students may retake the exams a total of three times.

PHONE CALLS: When calling WCBCS, students are required to give their username and password if discussing their student record. Students must also email the college from the email address listed on their student record.

Failure to adhere to these standard of integrity may result in immediate expulsion from West Coast Bible College & Seminary. Never forget: Your integrity is more important than a grade!

Administration Approval
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Bob Condly, PhD
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