University of Rhode Island
Academic Testing Center
Inclement Weather Policy

Students: When the ATC is closed for testing due to inclement weather, it is the student’s responsibility to reschedule themselves whenever possible and appropriate. Students can expect to receive an email with instructions from the ATC after the University announcement is made (sometimes it will be possible to anticipate a closure and we will email earlier). This will be sent to the email address used during testing registration.

Faculty: If the ATC will be closed, instructors will receive an email prompting them to check their online accounts to see whether they have students scheduled. At this time, they can request alternate arrangements from what is described below. We know that when classes are cancelled, syllabus assignments are shifted around and this may mean instructors need to change the exam window entirely. We are happy to work with faculty on these changes. Please note, unless we hear from an instructor we will automatically proceed with the rescheduling policies described below.

Morning classes cancelled:
- If classes are cancelled, the ATC will be closed during the same time period and all exams will need to be rescheduled (e.g. classes before 11am cancelled, ATC will be closed until 11am).
- Students will be asked to reschedule for another session later that day or on another day during the exam window provided by the instructor.
- If the student is not able to reschedule within that time frame, they need to contact their instructor immediately to find out next steps.

Afternoon/Evening classes cancelled:
- If afternoon/evening classes are cancelled the ATC will be closed during the same time period and all exams will need to be rescheduled (e.g. classes after 2pm cancelled, ATC will be closed beginning at 2pm).
- Students will be asked to reschedule for another session earlier in the day or on another day during the exam window provided by the instructor.
- If the student is not able to reschedule within that time frame, they need to contact their instructor immediately to find out next steps.

All classes cancelled:
- If classes are cancelled, the ATC will be closed and all exams will need to be rescheduled.
- If there are at least 2 business days remaining in the exam window, students will be asked to reschedule in that timeframe.
- If there are less than 2 business days remaining, the ATC will automatically extend the deadline such that students will have 2 business days to complete the exam.

Example 1: Snow day Wednesday, original deadline Friday. ATC will not extend deadline. (Student can test Thurs or Fri.)
Example 2: Snow day Wednesday, original deadline Thursday. ATC will extend deadline to Friday. (Student can test Thurs or Fri.)
Example 3: Snow day Thursday, original deadline Friday. ATC will extend deadline to Monday. (Student can test Fri or Mon.)
Effective Jan 1, 2018