



Faculty of Engineering

Calculators in exams policy

When students are permitted to use calculators in a final examination of an engineering taught unit the information must be included in the relevant unit guide given to students at the start of semester. This information will detail whether any type of calculator is permitted in the examination or whether only an approved calculator type (usually a scientific calculator) may be used in the examination. Approved calculators must have a sticker attached.

The faculty will publish on its website:

- A detailed description of the approved calculators, including their brand and model number.
- Information on the process and timeframe for obtaining a sticker used to identify these approved calculators.

Invigilators will report to unit coordinators the use and/or presence of any calculator without an authorized sticker in an examination where only an approved calculator is permitted.

The penalty for use/presence of a calculator which does not have an authorized sticker on it, is a result of zero for any exam question which could have reasonably required the use of a calculator, as it will be deemed that said calculator was unauthorised.

Supporting information

Purpose and rationale:

To ensure that students only use pre-approved calculators to avoid unfair advantage from the use of more sophisticated calculators in examinations.

Scope:

This policy applies to all units taught by the Faculty of Engineering.

Related Documents

- [Calculator in examinations procedures](#)
- [List of calculators approved for use in engineering examinations](#)
- [Statute 4.1 - Discipline](#)
- [Student Discipline Regulations \(Monash Australia and Monash South Africa\)](#)
- [Student Discipline Regulations \(Monash University Sunway Campus Malaysia\)](#)
- Unit Guides

Related document:

Responsibilities for implementation:

- Heads of Department
- Head of School

Who Needs To Know This Policy

- Associate Dean (Education)
- Heads of Department/School
- Unit coordinators
- All academic teaching staff
- Faculty Academic Manager
- Manager, Academic and Student Services
- Course Advisers
- Undergraduate students enrolled in engineering taught units.

Approval body:

Engineering Education Committee,

Policy review date:

March 2016

Performance indicators:

Use of calculators in exams for all offered units complies with the policy.

Monitoring and evaluation:

- Heads of Departments
- Head of School
- Associate Dean (Education)

Version history

Version	Approval	Comments
1.0		
1.1	EEC4/13	Minor editorial changes
1.2	EEC2/14	Minor editorial changes and removal of faculty board as approval body.