

## GATEWAY EXAM GUIDELINES FOR STUDENTS

- 1) There are four Gateway Exams in Math 231: Limits, Derivatives, Graphing, and Integrals. A student must attain at least an 80% on each Gateway Exam in order to receive a C or higher in Math 231.
- 2) Keep in mind that if you do not pass all four Gateway Exams with a score of 80% or better, the best grade you can get in the course is a C- *no matter what grade you might be earning otherwise*. This grade is not sufficient to move on to Math 232.
- 3) Each of the four Gateway Exams will be administered for the first time in the classroom. Sample Gateways may be downloaded from: <http://uwm.edu/math/undergraduate/resources/math-testing/>
- 4) You will be allowed thirty minutes to complete each Gateway Exam. No notes, calculators, or other electronic devices are allowed. Cell phones should be turned off and put away.
- 5) Gateway Exams are to be graded with no partial credit. Points on multiple part problems are to be allocated to each correct answer. The problem must be **completely** correct to receive credit. This means all of the work must be shown and be accurate as well as the answer being correct.
- 6) After the instructor grades the in-class version of the Gateway Exam, s/he will give it back to you in class so you can see how you did. **YOU WILL NOT BE ALLOWED TO TAKE THE EXAM WITH YOU!!!** After you have had a chance to look over your test, your instructor will collect all the exams from your class and keep them on file in her/his office.
- 7) If you do not score an 80% or better on an in-class Gateway Exam, you must retake that exam. Students can retake exams in the Testing Center in room PHY 330. After each of the four Gateway Exams has been given in class, students who did not pass the in-class exam will be given two weeks to retake similar versions of the exam and pass with a grade of 80%. Only one retake is allowed per day.
- 8) Before you will be allowed to retest, you will be required to produce a valid UWM student ID and give your instructor's name and section number. This is for security purposes; to make sure the person taking the test is the person who is supposed to be taking the test. **PLEASE UNDERSTAND THAT YOU WILL NOT BE ALLOWED TO RETAKE A TEST WITHOUT A VALID UWM STUDENT ID (DRIVER'S LICENSE IS NOT ACCEPTABLE) AND WITHOUT KNOWING YOUR INSTRUCTOR'S NAME AND SECTION NUMBER. IF YOU DO NOT HAVE YOUR STUDENT ID WITH YOU WHEN YOU ARRIVE AT THE TESTING CENTER, THE PROCTOR WILL DENY YOU ENTRY. ANY STUDENTS WISHING TO COMPLAIN ABOUT THIS POLICY MUST SEE THE COURSE COORDINATOR. DO NOT COMPLAIN TO THE TESTING CENTER PROCTOR. YOU ARE EXPECTED TO BRING YOUR STUDENT ID WITH YOU!!!**

- 9) When you retake an exam, if time permits, the proctor will go over the results with you and indicate any mistakes you made. The proctor will total up the number of correct points. The exam will be forwarded to your instructor. Your instructor will check the exam and assign the grade. Only your instructor can decide which problems are correct with the proper amount of work.
- 10) You are expected to come in as early as possible during the retesting period to retake an exam. This will ensure you plenty of time to go over a retest with your instructor if you don't pass, and then try again.
- 11) The Testing Center in PHY 330 seats very few students. In addition, the center proctors tests for other courses in the department. It is possible the center will be full when you come in to retest so be sure you allow yourself time to wait or to come back later if needed. This is another reason to come in as early as possible during the retesting period.

If you have additional questions about the Gateway Testing program for Math 231, please feel free to contact Rebecca Bourn, the course coordinator.

Email: [bourn@uwm.edu](mailto:bourn@uwm.edu)

Office: EMS E462

Office phone: (414) 229-4184

Questions about your progress in the course should be directed to your instructor.

**Testing Center Hours of Operation for Fall 2016 To Be Announced at**  
**<https://uwm.edu/math/undergraduate/resources/math-testing/>**  
**(see the bottom of the webpage)**

**\*\*All testing is conducted at PHY 330\*\***