

## IDENTITY AUTHENTICATION IN ONLINE COURSES

### Policy on Identity Authentication in Online Courses

In response to Federal requirements, Ave Maria University requires that every online course include a clear and actionable plan for verifying the identity of every student in course, typically including, but not limited to, a unique login and password for course access. The purpose of this policy is to ensure that the person who receives the credit for the course is the same person who did the work for the course.

To facilitate the work of identity authentication, the University offers two approved options:

- a) Access to the course requires a unique login and password, and the course includes a 10-minute oral examination through video-conferencing software (such as Adobe Connect or Skype).
- b) Access to the course requires a unique login and password, and the course includes a 30-minute exam that is remotely proctored (through a comprehensive system such as ProctorU or through simple systems such as Adobe Connect or Skype).

Instructors are welcome to propose their own plans for review by the Director of Online Education and the Vice President for Academic Affairs.

*Approved by the Academic Affairs Committee, 22 December 2014.*