

Proctors

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Question: Who proctors the final exam?

Answer: We have a preferential list of proctors:

1. SOA or CAS Fellow or Associate, or a member of a foreign actuarial society
2. A member of another professional society that relies on professional exams, such as CFA, CMA, CPA, CPCU, or CLU
3. A corporate officer or manager, or a teacher or university instructor

If you live (or can travel to) a city in which other students are taking the exam, we can probably arrange for the same proctor to supervise your exam as well. At many large companies, there are several students sitting for each exam.

Question: Do I choose the proctor, or does NEAS choose the proctor?

Answer: You ask a potential proctor to supervise the exam and send NEAS the name, designation, and email address of the proctor; use the *proctor* form on our web site.

Question: I am currently in college; who can proctor the exam?

Answer: A teacher or university instructor can proctor the exam.

Question: I work outside the US, and there are no members of these North American professional organizations at my company. We have some professionals from non-US societies here; can they proctor the exam?

Answer: Yes; the proctors for the final exam may be members of any national society.

Question: I am at home taking care of an infant; who can proctor the exam?

Answer: NEAS will work with you to arrange for the final exam at a nearby company. We can not guarantee that we can find a proctor for you. A candidate at home taking care of an infant in a town with no insurance company nearby poses a problem; we will try to find a suitable solution, but we can not guarantee anything.

Question: What must the proctor do?

Answer: The proctor receives the final exam by email, prints it off, ensures that the candidate takes the exam at the specified time, and mails the completed exam back to NEAS. The proctor should verify that candidates took the exam properly, without cheating or using textbooks or study material during the exam.

Question: Do proctors get paid?

Answer: No. We are providing the on-line course at minimum cost; paying proctors would raise the tuition enormously. The on-line courses save companies thousands of dollars. Providing a proctor is a small cost for a company with several actuarial candidates.