

## Student Responsibilities

If you choose to participate as a student in LOMA education, you are responsible for:

- Knowing course and program requirements and keeping up with changes as described in LOMA's Education & Training Catalog and in LOMA's learning system
- Enrolling for the correct course(s) you wish to take to achieve your professional development goals
- Studying from the correct editions of all assigned study materials for each course in which you enroll
- Adhering to LOMA's rules and standards to guarantee the integrity of LOMA courses, programs, and designations
- Taking proctored examinations according to LOMA's official paper exam schedule and/or following the specific computerized examination guidelines set by your company and/or Prometric
- Adhering to all deadlines, Terms of Use, License Agreements, Honesty Statements, procedures, and regulations
- Reporting any cheating or violations of Terms of Use, License Agreements, Honesty Statements, procedures, or regulations to LOMA immediately.

All LOMA course enrollments are considered individual enrollments, and are for your own personal educational purposes only. Use of any part of a LOMA course or course materials for any other purpose requires a separate license agreement from LOMA. Each course contains specific Terms of Use to which users are bound as participants in LOMA's education programs. Contact us at [education@loma.org](mailto:education@loma.org) to inquire about separate license agreements or to report violation of LOMA's Terms of Use.