

We understand there may be delays for our customers when ordering and returning exams to VIERA during the Canada Post strike. To support you during this time, we are extending the deadline for returning exams.

Ordering and receiving exams:

- For the time being, we will send all exam orders by Purolator.
- If Purolator does not service your location directly, we will suggest a pickup location and confirm if the location will work for you before sending.

Returning exams to VIERA:

Please refer to OG #5925 2.4.3 and 2.4.3.1 regarding exam security:

Exam security is the proctor's responsibility once received. It is the responsibility of the proctor to courier the exam(s) back to the academy within 7 business days of the evaluation.

We ask proctors to continue to courier completed exams back to us as soon as possible, and we recognize there may be delays receiving them back to VIERA.

We are here to help. If you have any questions, please contact us at <u>viera@nanaimo.ca</u> or 250-755-4551.