# In Library Exam Proctoring

# Request Form

# Student Information

Student Name/ID #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Today’s Date/Semester\_\_\_\_\_\_\_\_\_\_

Student Email\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student Phone #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Instructor Information

Instructor Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Course Name/Number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Instructor Email\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Online Test  Hard Copy Test

Date \_\_\_\_\_\_\_\_\_\_\_\_Time\_\_\_\_\_\_\_\_\_\_\_\_ Password\_\_\_\_\_\_\_\_\_\_\_\_\_Test Name \_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_Time\_\_\_\_\_\_\_\_\_\_\_\_ Password\_\_\_\_\_\_\_\_\_\_\_\_\_Test Name \_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_Time\_\_\_\_\_\_\_\_\_\_\_\_ Password\_\_\_\_\_\_\_\_\_\_\_\_\_Test Name \_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_Time\_\_\_\_\_\_\_\_\_\_\_\_ Password\_\_\_\_\_\_\_\_\_\_\_\_\_Test Name \_\_\_\_\_\_\_\_\_\_\_\_

# Proctoring Instructions

Is there a time limit?  No  Yes\_\_\_\_\_hours \_\_\_\_\_minutes

Students may use: (check all which apply)

 Notes– Return?  No  Yes  Dictionary  Computer

 Books  Test Packet  Phone

 Calculator  Scratch paper – Return?  No  Yes

* Other instructions\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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\*\*\*\*All tests must be picked up at the library or sent with a self-addressed, stamped envelope.