



# Disability Resource Center Exam Proctoring Form North Education Center

Prof. /Instr. Name: \_\_\_\_\_ Today's Date: \_\_\_\_\_

Student Name: \_\_\_\_\_ ID#: \_\_\_\_\_

Course Title: \_\_\_\_\_ Exam Name: \_\_\_\_\_

Exam Date: \_\_\_\_\_ Exam Time: \_\_\_\_\_

*\*Note: Exam will not be administered after this date and time\**

**Student may use the following (Check all that apply):**

- |   |  |
|---|--|
| <input type="checkbox"/> Graphing Calculator                              | <input type="checkbox"/> Blue / Green Book |
| <input type="checkbox"/> Scientific Calculator                            | <input type="checkbox"/> Notes             |
| <input type="checkbox"/> No Calculator                                    | <input type="checkbox"/> Books             |
| <input type="checkbox"/> Computer   | <input type="checkbox"/> Dictionary        |
| <input type="checkbox"/> Graph Paper Scratch Paper Number of Sheets _____ |  |

Other: \_\_\_\_\_

**Delivery Method:**

Pick up *\*Professors/Instructors must sign-out exam\**

North Edu. Center Mailbox

***Please note: \*The TLC will only proctor exams for North on-site courses\****

***\*The North TLC will not scan/email completed exams\****

**Accommodations:**

**Time: (include adjusted time (i.e. 1.5x or 2x) per Academic Accommodation Form) \_\_\_\_\_**

- Alternative Media    Reader    Scribe    Private Room

*\*Please note accommodations must be approved by a Disability Resource Center Counselor.*

**Students please read and sign the following before beginning the exam:** I have read, and I understand the instructions for taking this exam. I also understand that there may be a time limit on this test, and it is my responsibility to turn the test in on time. I understand that I must turn in my test, all scratch paper (if allowed), pre-approved notes (if allowed) and this form to the assistant at the TLC reception desk.

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_ Student Initials: \_\_\_\_\_