

Arkansas Northeastern College Testing Services

EXAM COVERSHEET

Exam and Exam Coversheet must be received or test will not be administered.
Students must coordinate testing time directly with testing center (limited times and spaces available)

Instructor Name: _____ Instructor Phone: _____ Course: _____ Exam Name or #: _____

Student Name: _____

Check here and attach a list if multiple students are taking the same exam. Limited space available.

Exam administration:

Last day to test: _____

Time Allowed: _____

Pencil and scratch paper provided by testing center and collected.

Other Authorized Testing Materials (whether paper or computer test):

Calculator Textbook(s) or reference manuals (specify below) Student notes /formulas Instructor-supplied notes/formulas (attach)

Allowance to use electronic/online resources: specify _____

Other instructions (please be very specific): _____

If disability accommodations needed, specify here: _____

If Computer Test, specify location of test. No other internet resources will be available to student unless specified above.

ANC Portal Third-Party Software, please specify: _____

(email proctor password to tbutler@smail.anc.edu at least 5 days before testing period begins)

Exam return:

Interoffice mail

Instructor will pick up at testing center

Other: _____

Scan and return by email to _____

Fax #: (_____) _____