

Sierra College Testing Center Proctor Form: Distance Learning (Math courses only)

Testing Center Policies. Please Read:

- All exams must be printed and delivered to the Testing Center with a completed proctor form prior to beginning test date.
- Finished exams must be picked up by the instructor at the end of the testing window.
- The Testing Center does not allow the use of lap tops, cell phones, head phones, electronic dictionaries or other electronic devices for testing.
- Each student must present a Sierra College Student ID card.
- Each DSPS student must present a Sierra College Student ID card and a DSPS accommodation form.

Proctoring instructions:

Today's Date _____

Instructor's name _____

Test or Quiz name _____

Date test begins _____

Date test ends _____

Class _____

How much time is the class allowed for the test? _____

Resource Materials Allowed

- No resource materials allowed**
- Scientific calculator
- Graphing calculator
- Dictionary _____
- Scratch paper _____
- Books _____
- Notes _____
- Other _____

Answer Materials Required

- None –Answer on Exam**
- Bluebook
- Scantron (specify type) _____
- Other _____

Additional instructions :
