**Students must make an appointment through the SAS Office if they wish to utilize SAS testing accommodations. We require 24 to 48 hours notice on all test(s) to ensure that we have the following: an established quiet testing environment, student’s test, and proper staffing. No student will be tested without an appointment.**

INSTRUCTOR: ____________________________________________

COURSE: ________________________________________________

STUDENT NAME: __________________________________________

Date by which exam is to be completed: __________________________

NORMAL CLASS TIME: ___________________________  EXTENDED TEST TIME: __________________________

Allowable exam assistance:  
- textbook  
- notebook  
- note cards  
- calculator  
- computer  
- reader/tape recorder

Other special instructions: __________________________________________

Exam Time Started: ___________________________  Exam Time Finished: ___________________________

Proctor Signature: ___________________________  Date: ___________________________