

# Test Information Form

University of Alaska Southeast  
Testing Center

Course Name and Number: \_\_\_\_\_

Number of Students Testing \_\_\_\_\_

Student Name(s): \_\_\_\_\_  
(attach a roster or leave blank if all students in class are tested)

Instructor Name: \_\_\_\_\_

Instructor Contact Phone: \_\_\_\_\_

## Test Instructions

Date(s) the exam may be taken: \_\_\_\_\_

Material the student may use: \_\_\_\_\_  
(calculator, textbook, notes, etc.)

No Time Limit     Time Limit of \_\_\_\_\_

Restroom breaks allowed:     Yes     No

Special Instructions: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Completed exams will be picked up: \_\_\_\_ by instructor \_\_\_\_\_ by TA  
(specify name)

We appreciate receiving a master copy of each exam just in case extra copies need to be made.

### **Regular Hours\*:**

Monday	9 AM - 6 PM
Tuesday	9 AM - 6 PM
Wednesday	9 AM - 6 PM
Thursday	9 AM - 6 PM
Friday	Closed
Saturday	Closed
Sunday	3 PM - 7 PM

\*Check [uas.alaska.edu/juneau/tlc](http://uas.alaska.edu/juneau/tlc) for holiday closures and summer/interim hours.