Please provide this form and a copy of your test for each student listed below to the Psychology Main Office 48hrs before the Make-up Exam. A separate information sheet should be used for each make-up testing time.

Please indicate under "Other Instructions" if students are able to use books, calculators or other materials during the test. Alberto Umlita will serve as the proctor and the test location is Admin 155A. The proctor(s) will request student photo identification and have the student(s) sign this form, which will be returned to you along with the test(s).

1. Make-up Exam Date ________________________*
   *Effective: May 6-June 28, 2019
   **NO EXAMS: May 20

2. Circle the day and exam time:
   Tuesday:  10:00am-11:30am
   Thursday:  10:00am-11:30am

3. Test Duration
   ___  50 minute test   ___  75 minute test   Other time limit (specify) ___________ (max 3 hr)
   For tests longer than 90 minutes, please see main office.

   **NOTE: Students arriving more than 10 minutes after the start time WILL NOT BE ALLOWED TO WRITE!**

Instructor Name: ________________________
Course: PSYC _______ Section _______
Student’s Signature (Required at attendance)

Student Name(s):
1. ______________________________________
2. ______________________________________
3. ______________________________________
4. ______________________________________

Test Materials
___ Supply IBM Answer Sheet
___ Supply Essay Answer Booklet(s)
___ Other

Test Questions
___ Collect and return exam questions
___ Allow students to keep exam questions
___ Return completed tests to instructor's mailbox or

Other Instruction: (E.g., question corrections; calculators, statistical tables, books or notes allowed; etc.)

Proctor's Comments