

Ψ Department of Psychology Make-Up Test Information Sheet: Winter 2018

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. If sending this information or the tests electronically, send to blgramli@ucalgary.ca or msnyder@ucalgary.ca.

Please indicate under "Other Instructions" if students are able to use books, calculators or other materials during the test. Alexandra Neville, Mahtab Moshirpour and Jennaya Christensen will serve as the proctors 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: January 15-April 26, 2018

****NO EXAMS: February 19-23, March 30**

2. Circle the day and exam time:

Monday: 10:30-12:00 or 1:00-2:30
Tuesday 9:00-10:30 or 10:30-12:00
Wednesday: 9:00-10:30 or 10:30-12:00
Thursday: 12:00-1:30 or 1:30-3:00
Friday: 9:30-11:00 or 1:30-3:00

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 Name(s):

Student's Signature (Required at attendance)

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