

ALL STUDENTS NEED TO BE AWARE OF THE TESTING CENTER RULES PRIOR TO TESTING

- 1. All students must provide a photo ID**
- 2. Student must know the name of the instructor and class**
- 3. Cell phones must be OFF**
- 4. Only materials authorized by the instructor will be allowed at the testing station (purses, coats, backpacks, etc, must be put away**
- 5. Private rooms available by appointment with prior approval**
- 6. Student must provide his/her own Scantrons, Bluebooks, calculators, paper, etc***
- 7. Student must provide receipt before taking any fee-based test**
- 8. Please be aware of testing hours (tests must be finished by closing time)**
- 9. Without prior approval from the instructor, all tests must be finished in one sitting (no breaks)****
- 10. Student must show respect for all other students and the Employees of the Testing Center.**

***The Testing Center provides a limited number of calculators, pencils, and unlined paper**

**** except for COMPASS tests**