

Test Information Form

University of Alaska Southeast
Testing Center

Course Name and Number: _____

Number of Students in Course _____

Student Name(s): _____
(attach a roster or leave blank if all students are tested)

Instructor Name: _____

Instructor Contact Phone: _____

Test Instructions

Time limit: _____

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

Date(s) the exam may be taken: _____

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. Please note that all tests will be given during regular Testing Center Hours only. Testing Center hours correspond to the general Learning Center schedule:

Learning Center/Testing Center Hours:

Monday	9 AM - 8 PM
Tuesday	9 AM - 8 PM
Wednesday	9 AM - 8 PM
Thursday	9 AM - 8 PM
Friday	9 AM - 4 PM
Saturday	Closed
Sunday	3 PM - 7 PM