

MAKE-UP TESTING POLICY

Ideally, make-up testing should be done in the Testing Center, Room 10-445. We realize that this is not always convenient for the faculty and/or student. We are happy to provide an alternative when one is needed. Due to the increasing volume of make-up testing being done in the Lab, we have had to establish a consistent method for handling these exams to avoid problems that are beginning to arise.

You must fill out a test cover sheet and staple it to the front of each exam.

Please be aware of our limitations:

We cannot monitor your students for signs of cheating.

We cannot remind your students when their time is up.

We cannot guarantee that the Lab will be quiet. It is sometimes busy, noisy, and hectic.

No children are allowed in the Lab.

Thanks for your cooperation.