

## TESTING SERVICES

E-mail: [ProctoredTesting@utoledo.edu](mailto:ProctoredTesting@utoledo.edu)

# Student Off-site Proctor Form

**For Online or CCP students only. Submit no later than the third week of the semester.**

\*If you are an online student within 50 miles of campus and cannot attend your instructor's test date/time, you may arrange to test at the Main Campus Testing Center (Fall and Spring only). Please contact your instructor to file the proper form.

STUDENT INFO: Today's Date:

Student Name:  Rocket #:

UT Email:  Phone:

Are you a dual credit/CCP high school student?  Yes  No

Are you registered with the Office of Accessibility?  Yes  No

I am outside the U.S.  
*Students outside of the U.S. will use ProctorU, a third-party online proctoring service. ProctorU will verify your location when you sign up, so please only check this box if you are testing internationally.*

COURSE INFO:

Semester/Year:  Course Title:

Course alpha-numeric:  Section:  Instructor:

PROCTOR INFO:

Proctor Name:  Title:

Proctor Email:  Phone:

Institution:  Office:

Street Address:

City:  State:  Zip:

All fees associated with proctored testing are the responsibility of the student. Proctors may not be relatives, friends, direct supervisors, co-workers, employees, or roommates. Initial to acknowledge and accept: \_\_\_\_\_

### FOR TESTING CENTER USE ONLY:

	REQUEST RECEIVED:		PROCTOR CONFIRMED:
Date and Initial:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Tests sent to proctor:	TEST 1	TEST 2	TEST 3
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	TEST 4	TEST 5	TEST 6
	<input type="text"/>	<input type="text"/>	<input type="text"/>
		TEST 7	<input type="text"/>