



Instructions for Testing in the TLCCs

Campus: Lakeland: Winter Haven: Lake Wales:

Student or Course Name: _____

If more than one student will be testing under the same guidelines please note the course rather than an individual. A roster may be attached for verification if you wish.

Test may be taken from: _____ **to:** _____
(Date) (Date)

Time Limit: _____

All tests taken in the TLCC must begin at least one hour *prior* to CLOSING or the maximum amount of time allowed for the test. If instructor permission is given on this form, a student may opt to start with less time than the time limit, but never less than one hour prior to closing.

Check all materials permitted in the testing area:

- SCANTRON
- TEXTBOOK
- NOTES
- CALCULATOR (If yes, please circle which type)
4 FUNCTION / SCIENTIFIC / GRAPHING
- DICTIONARY
- SCRATCH PAPER
- OTHER

Only those items checked by the instructor will be permitted.

Any additional notes regarding breaks, special requests, accommodations for students with disabilities, etc.:

Instructor's Name: _____
Phone No.: _____ **Email:** _____
Instructor's Signature: _____