

Counseling and Support Services: Student Resource Office

Authorization to Administer Test WITH ACCOMMODATIONS

\*\*Open this form in full version of Adobe Acrobat, Do not use a Browser Plugin\*\*

Student Name: Course and Number:
Instructor Name: Test:
Scheduled Test Date: Test Deadline: no later than:
Time allotted for the students taking this test in the classroom: 50 min 75 min Other
Instructor Contact Number: E-mail:

ADMINISTRATION OF TEST
Resource materials allowed:

Notes: Return to Instructor: Yes No
Calculator: (Specify Type) Basic Scientific Graphing
Scratch Paper Return to Instructor Yes No
Books: Please Specify
Dictionary Thesaurus Scantron (Must be provided by instructor)
Other Allowed Materials
Additional testing instructions:

DELIVERY OF TEST TO CASS/SRO

Sending Electronically SROTesting@yorktech.edu

Delivering Hardcopy to CASS

RETURN TO INSTRUCTOR

Scan and Email to:
Instructor Pickup at CASS/SRO
Deliver to box in Division Office

This is a D2L or other online test/quiz

Password

Instructions:
Please attach the test and this form to an email using a unique name for each file sent. Please contact CASS/SRO with any questions: 803-327-8007

Test Return Confirmation: Office Use Only Room:

Test ID # Date Sch: Time Sch:

Date Admin.: Time Started: Time Comp.:

Notes:

Proctor:

Returned By: Date:

Received By: Date/Time: