

# ADA Test Intake Form

Gordon Kelley Academic Success Center – Vines 202 – 479.788.7675 – asc@uafs.edu

Today's Date:

Instructor:  Ext:  Office:

Course Name:

Student(s) Taking Test:

Date(s) test can be taken:

May we administer the test before the due date?  Yes  No

May we administer the test after the due date?  Yes  No

ADA accommodations required: Extended time:  Yes  No

Amount of test time allotted in class: hr(s)  min(s)

Additional percentage time student is allowed:  50%  100%

Total testing time allowed in the ASC: hr(s)  min(s)

Signed Accommodation Letters Returned to ASC?  Yes  No If no, the exam cannot be proctored to student receiving ADA accommodations.

Please check which materials student(s) may use during the test:  NONE  Dictionary  Thesaurus

Textbook(s)  Notes  Note Card(s)  Conversion Sheet  Scratch Paper

Calculator (Any)  Graphing Calc  Four-Function Calc  Other (specify)

May student(s) write on the test?  Yes  No

How will students record their answers?

On-line Test  Paper Test  Scantron  Blue Book  Notebook Paper

Word Processing/Printout  Other (specify)

Special instructions:

**Return Instructions:**  Do not notify. Instructor will pick up.

Email Notification Only

Scan, Email, and place completed exam in campus mail

Enter scanning email address below:

Scan and Email Only (**Do NOT** place in campus mail)