

Correspondence Test Intake Form

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

Today's Date: University:
Instructor: Contact #:
Course Name: Test Name:

Student(s) Name:	Time Limit:	Dates (from/to):	Password (if needed)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Dates test(s) 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

Time allotted for testing in class: hrs mins

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: No return notification necessary.

Exam to be scanned and emailed to the following address: