

(University Center, room 122 • http://www.uhv.edu/ac)

Makeup Exam Referral Form

| Instructor: | |
|----------------------------------|---|
| Course: | |
| Student: | |
| Date by which student must tak | e exam: |
| | nis date, exam materials will be returned to instructor.) |
| - | hours/minutes (up to 3 hours max) to complete the exam. |
| | |
| Examination materials provided | l to Academic Center: |
| exam | |
| answer sheet | |
| scantron | |
| Resources that the student may | take into the testing room: |
| none | notes |
| four-function calculator | multi-function calculator |
| dictionary | thesaurus |
| laptop computer | books |
| other (please specify) | |
| | |
| Special instructions for adminis | stering exam: |
| | |
| | |
| Special accommodations neede | d (as verified by the Office of Student Relations): |
| | a (as verified by the office of stadent relations). |
| | |
| How should we return the exam | ı to you? |
| interoffice mail | send me an email and I'll pick it up |
| regular mail | email address: |
| icguiai illali | |