Southwestern Illinois College ■ Testing Center   Instructor Test Submission Form

Belleville Campus ~ Red Bud Campus ~ Sam Wolf Granite City Campus   – *One form is required for each course.* –

Today's Date:

Test Expiration Date:

Instructor's Name (Last, First)

Phone: Home/Cell/Ext.

Department

Course (ex: HIST 101)

Section

Number of Tests Attached

Print Students Full Name(s) or **Attach Class Roster if more than 3 students**:

Test Format	**Testing Center Site**	**Students May Use**
☐ Paper ☐ Blackboard	(check all that apply)	(check all that apply)
☐ Computerized ☐ Placement	☐ BC ☐ RBC ☐ SWGCC	☐ Scratch Paper ☐ ebook/laptop ☐ Notes
☐ ParTest Online ☐ Other	**Test Type**	☐ Textbook ☐ Calculator ☐ Other
	☐ MT ☐ FNL ☐ Other: ____	Type: ____

Time allowed: _____ Time Limit is 90 minutes maximum unless otherwise specified: _____

Special Instructions: _____

Instructor/Dept. Signature: _____

TC Staff Initials: _____

Submit entire form to the Testing Center.

Picked-up (Instructor/Dept. Initials) _____

Date: _____

☐ Instructor Only Pick Up

Revised 4-9-15