EXAMPLE Testing Agreement

ALTERNATIVE TESTING - ALTERNATIVE TESTING AGREEMENT BY INSTRUCTOR

Class: STIF 101.1 - Waste Water Engineering  (CRN: 1002)

ALTERNATIVE TESTING AGREEMENT DESCRIPTION
Type: Fall 19 Testing Agreement
Testing Agreement Template 2019

FACULTY / STAFF INSTRUCTION
A student in your class has requested to use the Testing Center for their testing accommodations, please list the agreement below. The MTC is a campus entity available to faculty for exam administration, primarily to the accommodation student population.

Alternative Testing Agreement

1. Permitted technologies or materials. *
   Calculator, unit conversion/round table handout, (no handwritten information on print-out)

2. Prohibited technologies or materials. *
   This is a closed-book exam. Thus, no textbook, no lecture slides, no personal notes, no computer/tablet/smartphone.

3. Do you have any additional instructions for the proctor? *
   Yes (Specify Below)
   No
   Additional Note or Comment
   Students need to turn in homework quizzes when they came to take exam

4. Does your exam require access to a computer with specialized software? *
   Yes (Specify Below)
   No
   Additional Note or Comment
   Computer access to Canvas, student can bring own laptop

5. Sufficient copies of the exams will be:
   Delivered to the Testing Center Location: 15600 Jackson Street Suite 150
   Uploaded to D2L or emailed to testingcenter@mines.edu at least one business day prior to exam
   Additional Note or Comment

6. Following exam completion: *
   Completed exams will be delivered to the following office location (Deliveries will happen within 48 hours of exam completion) (Specify Below)
   Completed exams will be scanned and sent to instructor via email (argonauts kept on file for current semester)
   Completed exams will be picked up by instructor (or designee)
   Additional Note or Comment

Exams Type(s)

Please list regular class exam length without extended time accommodations

<table>
<thead>
<tr>
<th>Exam Type</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Midterm</td>
<td>90 min</td>
</tr>
<tr>
<td>Exam</td>
<td>75 min</td>
</tr>
<tr>
<td>Final</td>
<td>120 min</td>
</tr>
<tr>
<td>Quiz</td>
<td>20 min</td>
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</tbody>
</table>

Additional Information

Instructor Phone Number: 303-384-5995

Additional Notes:
- Cell phone use during exam time

Submit Alternative Testing Agreement