

Dakota College at Bottineau Library ~ Testing Center

Available testing hours ~ 7:30 AM to 3:00 PM

Questions? Please contact:

Terri ~ 228-5425 or terri.hauge@dakotacollege.edu

Hattie ~ 228-5454 or hattie.c.albertson@dakotacollege.edu

For Office Use Only

_____ NO SHOW

Dated Completed _____

Time Started _____

Timed Finished _____

Faculty are responsible for providing the Testing Center with the completed testing form and exam material.

Test Information

Student Name:	Student Contact#:
Class:	Time Limit:
Faculty Name:	Faculty Contact Info:
Opening test date:	Closing test date:

Test Instructions – please check all that apply.

<input type="checkbox"/>	Closed Book
<input type="checkbox"/>	Open Book
<input type="checkbox"/>	Notes allowed? If so, what kind & how many sheets? _____ Do notes need to be turned in with exam? Yes or No
<input type="checkbox"/>	Calculator
<input type="checkbox"/>	Scratch paper

In the space below, please provide any other special instructions. Be specific.

- Please inform student they need to provide photo ID to proctor.
- Unless an instructor gives special permission, DCB Testing Center will require all backpacks and phones be placed in a separate and secure area until test completion.