

**Request for Testing Appointment** (48 hrs in advance, 2 weeks for finals) Today's Date \_\_\_\_\_

Your Name: \_\_\_\_\_ Student ID: \_\_\_\_\_

Instructor's Name: \_\_\_\_\_ Course (ex: MATH 20): \_\_\_\_\_

Appointment Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Circle one: M T W Th F Time: \_\_\_\_\_ AM  
PM

**You MUST take the test at the same time your class takes the test. If you have an EXTENUATING circumstance for taking the test at an alternate time, please explain below.**

**MY CLASS** is taking the test at date/time: \_\_\_\_\_  
*\*\*\*Your instructor may be contacted to confirm the above information.\*\*\**

What **extenuating** circumstance requires a different time than when your class takes the test? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Pre-approved, special accommodation requests: \_\_\_\_\_

\_\_\_\_\_

**DSS Staff Use Only:** PR/PC: \_\_\_\_\_ Date Entered \_\_\_\_\_ Initials \_\_\_\_\_

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