**Exam Proctoring Request Form**

Submit this form to Donna Jones-Ilsley, Julia Wagoner, and Elizabeth Madsen-Genszler

**Faculty Section** **Date:** \_9-Nov-17\_

Exam taker: \_Emma Vandergeest \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Course: \_MTH107\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Scheduled exam date: \_Thurs 16-Nov-17\_ Scheduled time: \_10a-2p\_

Phone # in case of questions during the exam: \_715-209-6678 (but I will like not be available)\_

The student has\_4\_hours\_0\_minutes to complete the exam. [NOTE: I am fine with her having more time, but I think that this is all the time she has available.]

I will deliver the exam 24 hours in advance to:

\_\_\_\_ Office of Student Accessibility Resources

\_\_\_\_ Dexter Library

via:

\_\_\_\_ email

\_X\_\_ in-person

\_\_\_\_ campus mail

The student taking this exam may have the following items with them during the exam:

\_\_YES\_\_ pen/pencil \_\_YES\_\_ calculator

\_\_YES\_\_ blank paper \_\_YES (see below)\_\_ computer

\_\_NO\_\_ notes \_\_NO\_\_ internet access

\_\_NO\_\_ open book \_\_YES\_\_ can take a break

\_\_NO\_\_ other (please list)

NOTE ABOUT COMPUTERS: Emma may only use her computer to access the RStudio program for use on questions 25-28, 30, 32, 35, and 36. Emma may also use MSWord to type responses to questions 16, 17, and 24. Her computer may not be used for any other questions.

When the student has completed the exam, please (you may check more than one):

\_\_\_\_ scan and email the exam to me

\_\_\_\_ put the exam in campus mail for me

\_X\_\_ I will pick the exam up from the library

Faculty signature:\_\_Derek H. Ogle (electronically signed on 9-Nov-17)\_\_\_\_\_\_\_\_\_

**Library Section**

Start time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Finish time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Proctor signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_