## **SCCC TESTING CENTER**

## Room A103, Hobble Academic Building

## <u>ALL</u> testing is by appointment only.

To schedule, email <u>leanne.nay@sccc.edu</u> or call (620) 417-1042.

When emailing/leaving voicemail, please include all of the following information:

- 1. your full name & SCCC student ID
- 2. your email address & phone number
- 3. instructor name, class, & exam
- 4. instructor email address & phone number
- 5. your preferred appointment date & time.

Unless fully booked or otherwise unavailable, you will be scheduled for your preferred time.

## General availability for on-campus appointments: <u>Mondays & Fridays</u>

7:45 AM to NOON & 1 PM to 4:45 PM

Tuesdays, Wednesdays, & Thursdays

7:45 AM to NOON & 1 PM to 8 PM

Appointments to last beyond 4:45 PM must be scheduled by 3:30 PM the day of. (If there are no appointments to last beyond 4:45 PM, the testing center will close by 4:45 PM.)

Closed daily from NOON to 1 PM.

Closed when SCCC campuses are closed (weekends/breaks/holidays/weather/etc.)