

MAKE UP EXAM FORM

Please fill out the form below. Exams will be placed in your CCC Lone Tree Mailbox within 1 business day of student completing exam. Any questions can be sent to testing.services@coconino.edu

Instructor Name _____

Course Number & Section _____

Date or date range when student(s) can make-up the exam (Students will need to sign themselves up for a testing slot using the scheduling link below): _____

Student's Name(s): _____

Test Type: Paper & pencil - Exam will need to be provided to Testing Services a minimum of 24 hours prior to student's testing date. Please email the test to testing.services@coconino.edu OR a physical copy can be dropped off to Rm 108 during open hours.

Online exam Website: _____

Please include any necessary login information for student

Username: (if applicable) _____

Password: (if applicable) _____

Student is allowed: Calculator Notes

Special Instructions: _____

Testing Services Use Only		
Date of Exam: ____/____/____	Date given to instructor: ____/____/____	Number of tests: _____
Proctor Signature: _____		

Testing Services Schedule, Spring 2022

LONE TREE TESTING, Room 108

March – May 6th 2022

Appointment Recommended, Walk-ins permitted

Day	Time
Monday	5:30 PM - 8:30 PM
Tuesday	10:00 AM – 1:00 PM 2:00 PM – 5:00 PM
Friday	10:00 AM – 1:00 PM 2:00 PM – 5:00 PM

**To Register for Placement Testing
or Proctored Make-up Testing:**

Go to <https://calendly.com/ccc-testing>

Email: testing.services@coconino.edu

Register in Person with Student Affairs or Testing Services

A CURRENT PHOTO ID IS REQUIRED FOR TESTING