

Ψ Department of Psychology Make-Up Test Information Sheet: Fall 2017

Please provide this form and a copy of your test for each student listed below to the Psychology Main Office **48hrs** before the Make-up Exam. A separate information sheet should be used for each make-up testing time. If sending this information or the tests electronically, send to blgramli@ucalgary.ca or susan.tait@ucalgary.ca.

Please indicate under "Other Instructions" if students are able to use books, calculators or other materials during the test. Maria Taylor, Maryam Sharif-Razi, Ryan Chan will serve as the proctors and **the test location is Admin 155A.** The proctor(s) will request student photo identification and have the student(s) sign this form, which will be returned to you along with the test(s).

1. Make-up Exam Date _____ *

*Effective: September 18-December 21, 2017

**NO EXAMS: October 9, November 10-13

2. Circle the day and exam time:

Monday: 10:30-12:00 or 1:00-2:30
Tuesday 10:30-12:00 or 12:00-1:30
Wednesday: 10:00-11:30 or 2:30-4:00
Thursday: 12:00-1:30 or 1:30-3:00
Friday: 9:30-11:00 or 1:30-3:00

3. Test Duration

___ 50 minute test ___ 75 minute test Other time limit (specify) _____ (max 3 hr)
For tests longer than 90 minutes, please see main office.

NOTE: Students arriving more than 10 minutes after the start time WILL NOT BE ALLOWED TO WRITE!

Instructor Name: _____

Course: PSYC _____ **Section** _____

Student Name(s):

Student's Signature (Required at attendance)

1. _____

2. _____

3. _____

4. _____

Test Materials

___ Supply IBM Answer Sheet
___ Supply Essay Answer Booklet(s)
___ Other

Test Questions

___ Collect and return exam questions
___ Allow students to keep exam questions
___ Return completed tests to instructor's mailbox or

Other Instruction: (E.g., question corrections; calculators, statistical tables, books or notes allowed; etc.)

Proctor's Comments