

**INSTRUCTIONS TO THE TESTING LAB**  
**Re-testing, Make-up testing and Special Needs testing.**

Location: Laurel 114B, 9-6:30 M-Th and 9-1 F.

Summer hours: 9-6:00 M-Th and 10-12 F

<http://abtech.edu/as/ds/dstlab.htm>

Please administer the attached test for

Other information (Unless specified, the proctor assumes the student needs only the test and pen or pencil. Scratch paper will be furnished):

Instructor: \_\_\_\_\_

\_\_\_\_\_ Calculator allowed      \_\_\_\_\_ Book allowed

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

\_\_\_\_\_ Graph paper allowed      \_\_\_\_\_ Notes allowed

to (student): \_\_\_\_\_

\_\_\_\_\_ Computer/Internet use allowed

between: \_\_\_\_\_ and \_\_\_\_\_  
(First date to administer)      (Last date to administer)

\_\_\_\_\_ Scribe \_\_\_\_\_  
(Name of Scribe)

Un-timed: \_\_\_\_\_ or

\_\_\_\_\_ Reader \_\_\_\_\_  
(Name of Reader)

Time Limit \_\_\_\_\_ minutes

Test ID \_\_\_\_\_  
(Chapter # or name or Test #)

\_\_\_\_\_ Other: \_\_\_\_\_

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To be filled out by test administrator. Keep this form attached to test and return to instructor.

Date: \_\_\_\_\_ Test started: \_\_\_\_\_ Completed: \_\_\_\_\_ Proctor: \_\_\_\_\_

Comments: \_\_\_\_\_