

Testing Procedures

This document is for students taking the MA16010 online/distance course from the West Lafayette campus of Purdue University.

If you will be within the United States to take the exam, you may either use Proctor U or complete your exam at a testing center. This can be done at a nearby college or university testing center, or by a company that offers testing services (such as Sylvan); you may also be able to find public libraries that offer such services. Regardless of where you take your exam, proctors and students must follow all exam instructions. If you will not be in the United States to take the exam, you must use Proctor U, an online proctoring service.

Complete the Proctor Request Form and return it to the course coordinator, Huimei Delgado, via email before the due dates, which are stated in the exam instructions posted on the course website. If there is any issue with the proctor form, I will contact you within 48 hours. If you do not hear from me within 48 hours, you can assume that you have my approval to take the exam in the testing center that you choose. I will get in contact with your proctor and provide him/her with the exam instructions.

Huimei Delgado
Mathematical Sciences Building
Purdue University
150 N. University Street
West Lafayette, IN 24907-2067
Email: hdelgado@purdue.edu
Fax: 765-494-1950



MA 16010 PROCTOR APPROVAL FORM

Student Name _____ PUID _____

Proctor Information – PLEASE PRINT

Testing Center _____

Address _____

Contact Person _____

Email address _____

Phone _____ Fax _____

I have read and agree to follow the guidelines listed in this document. I agree to comply fully with examination instructions and proctoring guidelines. I find the policies, procedures, instructions, and arrangements agreeable.

Student's signature Date

Student's email address Date

Proctor signature Date