



Testing Services – Exam Drop-Off Form

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Instructor: _____
Phone: _____
Today's Date: _____ # of Exams: _____
Course: _____
- Exam: _____
Last Date to Write Exam: _____

TIME LIMIT: _____ hr(s) _____ min(s)

*****THE STUDENT IS RESPONSIBLE FOR STAYING WITHIN THE TIME LIMIT*****

Allowed Materials

☐ Textbook ☐ Course Notes ☐ Reference Sheet ☐ Other

Specify: _____

☐ Calculator [Restrictions? ☐ Basic ☐ Scientific ☐ Graphing]

Clear Memory? ☐ Yes ☐ No

Exam Password/Access Code: _____

Additional Instructions: _____

STUDENT NAMES: _____

FOR TESTING SERVICES USE ONLY

Picked up by: _____

No. of exams picked up: _____

Date: _____