



Professor Instructions to Student Access Services

Course:	Allowed Supplies/Materials:
Professor:	Computer Program Needed:
Phone Extension/Cell/Email:	Textbook Allowed?
Best Way to Contact You During Exam: ____ Phone Extension ____ Cell ____ Email	Calculator Allowed? (describe):
How You'd Like the Exam Returned: ____ Delivery ____ Pick-Up ____ N/A-Online Where should the Exam be delivered? _____ Authorized designee to sign for Exam: _____	Notes/Formula Sheet Allowed? (describe):
Date Class is Scheduled to Take Exam: _____	Extra Paper: ____ Essay ____ Scratch ____ Graph Other:
Time Class is Scheduled to Take Exam: _____	Length of Time Class has to Take Exam:
Other Instructions:	

Edited on 2/8/2023

Please SAVE this document before printing or uploading to email.