



Accommodated Testing Form

Phone: 303-914-6733 V.P: 720-336-3893 Fax: 303-914-6833 Email: access@rrcc.edu

Instructions:

- The Instructor should submit an Accommodated Testing Form for any/all accommodated tests requiring a proctor that are taken outside of the classroom (typically in the Assessment Center or Accessibility Services).
- The form and testing materials should be submitted **24 hours prior to the test date** when possible by emailing it to access@rrcc.edu or bringing it to Accessibility Services (Rm 1182).
- This form replaces the cover sheet completed by instructors at the Assessment Center.
- If the student is testing at the Arvada Campus: Email assessment.center@rrcc.edu or drop off at Rm 7117.

For detailed testing instructions, visit <https://www.rrcc.edu/accessibility-services>.

Student: _____

Course: _____ Instructor: _____

Instructor preferred contact information: _____

Testing instructions:

Calculator Type: Basic: Scientific: Programmable: Other: _____

Additional instructions:

How much testing time is the class allowed? _____

Student's testing time: 1.5x (time & half): 2x (double time): N/A (not extended):

Deadline to take the test: _____

Test pick-up will be in the Assessment Center unless other arrangements are made.

Date test picked up: _____ Instructor initials: _____

Accessibility Services Use Only:

Received by: _____ Date: _____ Accommodated time: _____

Assessment Center received initials and date: _____

Comments: _____

