

**PIEDMONT VIRGINIA COMMUNITY COLLEGE
THE LEARNING CENTER
TEST INSTRUCTION FORM**

Today's Date _____ Instructor _____

Course and Section _____ Exam or Quiz# _____

Exam reserved for: _____

Time limit? _____ Specific time to be taken? _____

Please check all that apply:

<input type="checkbox"/>	Check Photo ID - Teachers must provide class roster.
<input type="checkbox"/>	May use book(s)
<input type="checkbox"/>	May use notes
<input type="checkbox"/>	May use calculator
<input type="checkbox"/>	May be typed
<input type="checkbox"/>	Must be handwritten
<input type="checkbox"/>	May take a restroom break
<input type="checkbox"/>	Hand in an unfinished exam and return later to finish it

Any special instructions? _____

Instructor Contact Information:
(This information is not given to students.)

Email: _____

Cell: _____

Office: _____

Home: _____