Request for Disability Accommodation Testing in Assessment Center

To request an appointment please return this form **48 hours** prior to test in person or via email.

Student name _____
Course name _____
Date of test _____
Type of test: hard copy _____
computer _____
RCC ID number _____
Course number _____
Time of test _____

Standard length of test: _____
Accommodated length of test: _____
Instructor name _____
Phone _____
Email _____
If instructor isn't available contact: _____
Contact phone _____
Contact email _____

Student May Use:

Pen	YES____	NO___
Pencil	YES____	NO___
Basic calculator	YES____	NO___
Programmable calculator	YES____	NO___
Advance function non-programmable calculator	YES____	NO___
Textbook	YES____	NO___
E-book	YES____	NO___
Blank scratch paper	YES____	NO___
Bluebook	YES____	NO___
Notes	YES____	NO___
Noise cancelling head phones	YES____	NO___

Other exam instructions _____
Pick up arrangements for paper exams:
Instructor will pick up _____
Place in instructor's name mailbox _____
Other _____

Please return this form to Tatiana Dawkins (tgdawkins@randolph.edu), Heather Bullins (jhbullins@randolph.edu), and Stephanie Townsend (srtownsend@randolph.edu). You can also return the form to the Assessment Center.

Assessment Center Hours: Monday & Thursday 8 am-5 pm,
Tuesday & Wednesday 8 am-8 pm, Friday 8 am-3 pm

Phone: 336-633-0321

RANDOLPH COMMUNITY COLLEGE