

EXAM COVERSHEET

If exams or classes are different, please use a separate coversheet.

Exam Date: _____ Dept. & Class Number: _____ Faculty Member: _____

Section: _____ Class Exam Time: _____

Section: _____ Class Exam Time: _____

Class has _____ minutes for exam

Class has _____ minutes for exam

Student(s):
 1. _____
 2. _____
 3. _____
 4. _____

1. _____
 2. _____
 3. _____
 4. _____

Special Instructions – Please indicate the following:

- | | | |
|-----------------------------|---|--------------------------------|
| Open notes | Tables/charts included | Calculator – Basic |
| Open book | Canvas access | Calculator – Scientific |
| OPEN internet access | Flash drive/memory stick included | Calculator – Graphing |
| | Access to a specific website (please indicate the URL): | |
| Other (please specify): | _____ | |

Send corrections to an exam in progress to saa@pugetsound.edu . This email is monitored the entire time students are in the SAA testing space.

If you clarify exam questions for students taking the exam in class, SAA students must have the same opportunity. Please list your contact info: _____

<p>Return Method (please choose ONE item below ❖ NOTE: Test will be sent campus mail if not otherwise indicated):</p>			
<p>Faculty pick-up</p> <p>SAA Reception: Howarth 105, 8am-5pm</p>	<p>Student walk-back</p> <p>Student can carry exam back to faculty member.</p> <p>Location: _____</p> <p>Student Initials: _____</p>	<p>Campus Mail</p> <p>Mail the exam to Campus Mailbox Number (CMB): _____</p>	<p>Canvas</p> <p>Physical exams will be shredded in 10 days</p> <p>Student Initials: _____</p>