The Learning Center
Make-Up Testing Slip (Student)

Student’s Name: __________________________
Instructor: __________________________
Test: __________________________

Username: __________________________
Course: __________________________
Time Limit (Required): __________________________

Last Date to Complete Test: __________________________

An “X” Indicates the items you may use during the test (No other items allowed)

- ○ DICTIONARY
- ○ TEXTBOOK
- ○ CALCULATOR
- ○ RULER
- ○ NOTES
- ○ OTHER

The Learning Center Make-Up Testing Policies & Procedures

- Make-Up Testing is done by appointment only. To make an appointment, call The Learning Center at (808) 934-2530.
- Testing appointments are available Monday through Friday, 9:00 a.m. to 3:00 p.m. Please schedule your appointment with enough time to complete the exam. Testing must end by 4:15, no extensions past closing time. Make-up testing will not be available during finals or non-instructional days.
- Bring this form with you to your appointment, please be on time
- A valid photo ID is required at check in.
- **NO CELL PHONES ARE ALLOWED DURING TESTING!**

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