Simpson College
Center for Academic Resources
Dunn Library

Testing Information Form (To be completed by faculty)

**Please complete this form and email with exam to CAR@simpson.edu at least 4 hours prior to the start of exam. This information should be communicated to your student.

Student Name:	
Instructor Name:	
Course name:	
Course number:	
Day and time that class meets:	
Date exam given in class:	
Date exam needs to be completed and returned by:	
Amount of time given in class for exam:	
Best way to reach instructor with questions/concerns:	
Instructions for student taking the exam including materials (notes, books, calculators, etc.) they may take into the testing:	