Center for Access and Accommodative Services  
Rooms A125, A137, and A141  
Monday-Thursday 8:30-6:30 Friday 8:30-3:00  
(708)456-0300 ext. 3917 and ext. 3636 caas@triton.edu

**Testing Form**

Exams to be taken at the CAAS must be accompanied by a completed Testing Form and may be submitted to CAAS in Room A 125 or via e mail at caas@triton.edu

<table>
<thead>
<tr>
<th>Today’s Date</th>
<th>Student:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Faculty:</td>
<td>Phone/Ext.</td>
</tr>
<tr>
<td>Class Name and Section</td>
<td>Regular Class Time</td>
</tr>
<tr>
<td>Test or Quiz Name</td>
<td>Last Date Test Can Be Taken</td>
</tr>
</tbody>
</table>

If test is not taken by this date do you prefer CAAS to:
- Shred the test
- Return the test to you

Room Number _______

Materials students may use for the exam. Circle all that apply:
- Book, Notes, Calculator, Dictionary, Scratch Paper

Special Instructions: _____________________________________________________________

How should the exam be returned to faculty?

- Deliver to Faculty mailbox by CAAS staff to:
  - Bldg. Name ________ Room ________
- Faculty will pick up test in the CAAS
- Student will deliver test to faculty in a sealed envelope

**Office Use Only**

Equipment Allowed for Testing ____________________________  
(Circle Equipment Used)

Assigned Testing Location ________  
Accommodative Testing Time Allowed ____________

Testing Date ________  
Proctor _____________________________

Time Exam Started ________  
Time Exam Completed ________

Entered in CAAS Database __________

Delivery Date ________  
Staff Delivering ________

Faculty Pick-up Date ________

Student Pick-up Date ________

Date Recorded in Database ________  
Staff Entering ________