

Please complete a separate form for each exam that you will have the library proctor and include with other exam materials

### Proctoring Instruction Form

Student Name:	
Institution :	
Class (Ex. BIO 324) :	
Exam Name (Ex. Midterm):	
Time allowed (Ex. 1 hour):	
Dates allowed (Ex. take before 10/30/2015)	
Materials allowed:	
Materials prohibited (Ex. no textbooks):	
How/where to return exam (email address or envelope)	
Contact name	
Contact telephone/email	
Other instructions:	

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