

# MATH Cover Sheet: DRC Exam Administration

**Student Name(s):** \_\_\_\_\_

*(If no names given - DRC will copy exam for all scheduled students)*

**CLASS:** \_\_\_\_\_ **SECTION:** \_\_\_\_\_

Date exam/quiz to be administered: \_\_\_\_\_

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## Instructor Information:

Name: \_\_\_\_\_

Phone: \_\_\_\_\_ / Cell Phone: \_\_\_\_\_  
*(OPTIONAL - will only be used by DRC staff)*

Email: \_\_\_\_\_

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## Exam Administration Information:

Exam: \_\_\_\_\_ / Quiz: \_\_\_\_\_ (Choose one)  
*If quiz - given at beginning or end of class? (Choose one)*

Length: \_\_\_\_\_  
*If no length given - DRC will use class length*

**If no information is provided, students will not be permitted the use of any of the following:**

<b>MATERIAL ALLOWED DURING EXAM:</b>	<b>YES</b>	<b>NO</b>
1) Scientific (non-graphing) calculator allowed		
2) Graphing calculator allowed		
3) Symbolic calculator (such as TI-89) allowed		
4) Open books allowed		
5) Open notes allowed		

If notes allowed, specific instructions (i.e. note card, 1 page, 1sided, etc.):

**Additional information for this exam:**

*For questions regarding your exam:*

1. You will be the first contact. If we need clarification on exam day - we will call.
2. If we are unable to contact you, we will then call Tina Deemer or the MATH department main number.

*DRC Staff will complete this information:*

Start time: \_\_\_\_\_

Stop Time: \_\_\_\_\_