Examination Request Form

To ensure the correct examination is processed for your course, this form must be received by the Flexible Learning Office. This form needs to be faxed to 352-392-6950 or emailed to lessons@dee.ufl.edu for processing.

- All of the required coursework for the exam must be submitted before you submit this request.
- The examination is administered under proctored supervision.
- The examination is sent directly to your examination proctor. Check with your proctor prior to the test date to ensure your exam has been received.
- You are required to bring your current document of identification, with both your picture and signature on it, to the exam site.

Please Write the Course Abbreviation Here: ________________________________

Please Circle Which Exam You Are Taking: 1  2  3  4  or Midterm  Final

Please allow 1 – 2 business days for the examination request form to be processed.
Important: Please fill in all of the information requested below so that we can process your request.

Examination Proctor’s Information:

Proctor’s Name (please print) ____________________________________________
Proctor’s Telephone # (  ) ______________________ E-mail Address _________________
Proctor’s Official Title ________________________________________________
Proctor’s School (or Institution ) Name ____________________________________
Proctor’s School (or Institution) Address ________________________________

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Student’s Information:

Name ________________________________________________
Telephone # (  ) ______________________ E-mail Address _________________
Address __________________________________________________________________

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