

**Westlake High School 2017-2018
Request for Final Exam Proctoring**

Correspondence or Credit-by-Exam (CBE) for Credit Recovery or Acceleration

- This form is your request to take a Final Exam for a Credit by Exam or Correspondence Course OR an Exam for Acceleration at Westlake High School.
- Exams from UT must be paper exams.
- For pencil/paper tests, student must request the test be sent from UT or Texas Tech at least two weeks before the date you wish to test. Online tests usually require 3 workdays to arrive.
- Testing time will not exceed three hours.
- **Proctoring fee is \$30.00 per exam.** Checks for the proctoring fee must be made payable to **Westlake High School** and attached to this form. (There is no charge for proctoring an exam for acceleration.)
- In order to earn credit for an accelerated course, a grade of 80 or higher is required; in the case of credit recovery, a grade of 70 or higher is required.
- **We cannot proctor any foreign language exams.**
- **If these dates do not meet your needs, please contact the UT testing center to set up your exam with them** (512.232.5000 or testingcenter@austin.utexas.edu).

Date_____

Grade_____

Cell Phone_____

Email_____

Name of Student_____

Subject/Course (also indicate which semester)_____

Exam will be ordered from: UT Austin ____ Texas Tech ____

**Tests are proctored on Saturdays at 9:00 a.m. in the
Westlake library's computer lab unless otherwise specified.**

*Please **circle the test date** you plan to test and return this form to the counseling office. Thank you!*

Final Exam Proctoring Dates 2017-2018

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|---|---|--|
| <input type="checkbox"/> April 22, 2017 | <input type="checkbox"/> Sep. 23, 2017 | <input type="checkbox"/> Feb. 10, 2018 |
| <input type="checkbox"/> May 6, 2017 (noon) | <input type="checkbox"/> Oct. 14, 2017 | <input type="checkbox"/> March 24, 2018 |
| <input type="checkbox"/> June 2, 2016 (Fri @ 9) | <input type="checkbox"/> Nov. 18, 2017 | <input type="checkbox"/> April 14, 2018 (final date for seniors) |
| <input type="checkbox"/> Aug. 12, 2017 | <input type="checkbox"/> Dec. 22, 2017 (Fri @ 1:15) | <input type="checkbox"/> May 12, 2018 |
| <input type="checkbox"/> Aug. 19, 2017 | <input type="checkbox"/> Jan. 20, 2018 | <input type="checkbox"/> June 2, 2018 |

**If you have questions, please contact:
Cathy Broderick, Counselor
cbroderick@eanesisd.net 512-732-9280**