

**Westlake High School 2017-2018**  
**Request for Final Exam Proctoring**  
**Credit-by-Exam (CBE) or Correspondence 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 recover, 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.**

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*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**

April 22, 2017

Sep. 16, 2017

March 24, 2018

May 6, 2017 (noon)

Nov. 18, 2017

April 14, 2018 (final date for seniors)

June 2, 2016 (Fri @ 9)

Dec. 22, 2017 (Fri @ TBD)

May 12, 2018

Aug. 12, 2017

Jan. 20, 2018

June 2, 2018

Aug. 19, 2017

Feb. 10, 2018

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