Assessment and Testing Services

SSD Accommodated Exam Request Form

KPU

- **Student or Instructor** please drop off completed form or email it to disability.exam@kpu.ca
- **Instructors**, please submit exams to disability.exam@kpu.ca at least 2 business days before the exam date. Completed exams will be emailed to your KPU email address. The original can be picked up within 30 days. Afterward, it will be confidentially shredded

STUDENT

fill out this section

STUDENT INFORMATION

First and Last name:

Student Number:	KPU E-mail Address:

INSTRUCTOR

fill out this section

INSTRUCTOR INFORMATION AND APPROVAL

Name:	Department & Campus:
Course Name: *Example: ENGL 1100*	Section Number: *Example: S10*

Accommodations: *select all that pertain to the test(s).*

- Computer? **Y/N**   - Open book? **Y/N** (If yes, specify: _____)

- Calculator? **Y/N**   - Formula sheets? **Y/N** (If yes, specify: _____)

- Notes? **Y/N** (If yes, specify: _____)

Other Instructions / accommodations:

Instructor Signature (Approval):

EXAM DATE(S) AND TIME(S)

EXAM DATES	EXAM START AND END TIME Due to limited space, the start time may be adjusted slightly to accommodate students.
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	