**ACU ALPHA Testing Guidance**

**Fall 2020**

* We will continue to provide space for all ADA approved accommodations.
* Students who request a reader will be assigned a reader pen to limit contact, but readers will still be provided on a case-by-case basis.
* Some exams may not be able to be taken at the same time as the rest of the class due to space constraints.
* Alpha will do its best to provide remote proctoring in an alternate location.
* We encourage faculty to give online exams/assessments when appropriate.
* Students will bring their own computers and calculators whenever possible.
* Paper exams, exam passwords, or any other information that needs to be transmitted to a student will prepared for student ahead of time and left at the appointed station with constant proctor supervision.
* Students need to request exams 5 days ahead of time.
* Faculty need to have exams to Alpha 24 hours in advance for quality control and errors cleared up ahead of time to minimize unnecessary contact.
* For credit exams, placement exams, and other departmental exams will continue as is but with limited availability and will need to be scheduled 2 days in advance.

If you have questions, or need help accommodating students please contact:

Tiffany Brown

Testing and Accommodations Specialist

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