REQUEST FOR OFF-SITE TESTING

Cochise College uses the Accuplacer Assessment test which is delivered over the internet for students who are distance learners living outside of Cochise and Santa Cruz Counties.

*Please note: You MUST have applied to Cochise College before taking the assessment test. If you have not done so, please visit the College homepage at [www.cochise.edu](http://www.cochise.edu) to apply.*

Name: ______

Student ID#: _____ (“C” number)

Phone: ______ E-mail: ______

Where do you plan to take the test?

*The ACCUPLACER license agreement requires that all testing be done in a secure and proctored setting and must be pre-approved by the Cochise College Testing Center. Recommended facilities are a college or university test center; however, we may accept other sites such as a high school, library or military base (chain of command, E-7 or above). Prohibited sites are a student’s home or place of employment. Students with a documented disabling condition who require accommodations must consult with the Sierra Vista Testing Center at 520-515-5307 and Disability Services at 520-515-5337. Be sure to contact the proctoring facility FIRST to be sure they are able to administer the test for you, and THEN fill out this form.*

Name of proctoring site: ______

Mailing Address: ______

City ______ State______ Zip_____

Proctor’s Name: ______

(The person administering the test for you cannot be your relative or guardian.)

Proctor’s Title: ______

Proctor’s E-mail Address: ______

Proctor’s Phone Number: ______

Proctor’s FAX Number: ______

When do you plan to test?

Date: ______ Time: ______

Test/s Needed: (English Placement requires both Sentence Skills and Reading)

☐ Sentence Skills ☐ Reading ☐ Math

Please indicate which campus you will be attending:

☐ Benson ☐ Douglas ☐ Ft. Huachuca ☐ Nogales_

☐ Online ☐ Willcox ☐ Sierra Vista

Please FAX to 520-515-8752 or email to testing@cochise.edu. Once all the information is received, directions for administering the assessment will be sent to your proctor. Please allow sufficient time for us to process your request.