



# Proctor Request Form

San Jacinto College (Central)

8060 Spencer Hwy., Rm 133-AD, Pasadena, TX 77505

Examinee's Name: \_\_\_\_\_  
 Examinee's Phone: \_\_\_\_\_  
 Examinee's E-mail: \_\_\_\_\_  
 Examinee's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Institution's Name: \_\_\_\_\_  
 Institution's Address: \_\_\_\_\_  
 Institution's Phone: \_\_\_\_\_  
 Institution's E-mail: \_\_\_\_\_  
 Institution's Fax: \_\_\_\_\_  
 Institution's Signature \_\_\_\_\_ Date: \_\_\_\_\_

Exam Name: \_\_\_\_\_ Time Limit: \_\_\_\_\_  
 Test Expiration Date: \_\_\_\_\_  
 Special Instructions: \_\_\_\_\_

Proctor's Name: \_\_\_\_\_ Phone: 281-998-6150 ext. 2025  
 Fax: 281-478-3604 Email : \_\_\_\_\_  
 Proctor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Correspondence Test Days

Monday 1:30 p.m. - 6:00 p.m.  
 Wednesday 1:30 p.m. - 5:00 p.m.  
 Thursday 8:30 a.m. - 12:00 p.m.

**Examinee Must Choose a Specific Date & Time to Complete Test**

Test Date: \_\_\_\_\_  
 Test Time: \_\_\_\_\_