

WELCOME TO OSU-OKC TESTING CENTER

REQUIRED:

Mask or face covering: Will be inspected before entering the testing rooms.

Examinee must be healthy: If you have a fever, COVID 19 symptoms, or show signs of illness, you will need to reschedule your exam.

Photo ID: A current, valid, state/government-issued photo ID or OSU student photo ID is required for all testing.

Cell Phones turned off completely: Turn off your cell phone before storing it in a locker.

Store all belongings: Empty all pockets and store all belongings in a locker – Secure Lockers are available.

PROHIBITED ITEMS

Examinees are not allowed to bring unauthorized items into the testing area. While not an exhaustive list, the following items are not permitted in the testing room:

- Backpacks
- Calculators/laptops/other electronic devices*
- Cameras or recording devices
- Cell phones
- Chap Stick/lip balm/makeup
- Food or drink
- Hats/caps/headgear/hoodies/hooded clothing of any type#
- Keys
- Listening devices (radios, headphones, recorders)
- Mechanical pencils*
- Notes or books*
- Outdoor wear
- Pagers or beepers
- Papers of any kind*
- Pens*
- Rulers*
- Sunglasses*
- Personal tissues
- Purses
- Wallets
- Watches
- Wireless communication devices of any kind
- Wrist bands/sports bands

#Allowed only for religious reasons

*Allowed only with permission of instructor or ADA accommodation.

The OSU-OKC Testing Center will examine the object before use in the test

PLEASE:

- No children are allowed in the Testing Center.
- No talking in the testing rooms; please enter and exit quietly.
- Testing rooms are maintained at 70-73 degrees. Please, dress appropriately.
- Testing center and rooms are under 24-hour video surveillance.

NEED TO KNOW ABOUT TESTING APPOINTMENTS

Examinees are responsible for payment of any test/exam fees prior to testing.

If an examinee is late for a testing appointment, he/she may be asked either to sign a waiver of time or to reschedule the test for another date.

All tests must be completed 10 minutes prior to the Testing Center's close of business time. Examinees, testing late in the day, must understand that they may not receive the full amount of time for their tests due to this closing rule.

OSU-OKC students must know the course prefix and number, test name/number, and instructor's name for their exam.



OKLAHOMA CITY