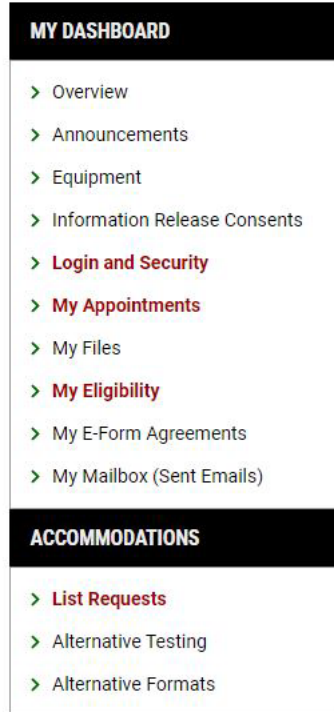


How to Request Alternative Testing in ARP

1. Log into your ARP Profile
2. Once you are logged on, click **Alternative Testing** on the left-hand side



3. Select your course from the drop-down menu and press **Schedule An Exam**

» MY DASHBOARD » ALTERNATIVE TESTING

SCHEDULE AN EXAM

Important Note

- Courses marked with * do not have **Alternative Testing Agreement** specified by the instructor and you will be required to enter the standard length of the exam.

Select Course:

SCHEDULE AN EXAM >

4. Fill in all of the exam details
 - a. Exam type
 - b. Campus
 - c. Date of the exam
 - d. Time the exam starts

- e. How long the whole class has for the exam
- f. Click the accommodations you want to use for the exam
- g. Any additional notes that need to be added

EXAM REQUEST

Exam Type * :
Final ▼

Campus * :
Whitewater ▼

Date * : ⓘ
mm/dd/yyyy

Time * :
Select ▼ Select ▼

Standard Length Of Exam (In Minutes) * : ⓘ

Services Requested (As Applicable) * :

Hint: You are required to make a minimum of 1 selections.

<input type="checkbox"/> Breaks as needed	<input type="checkbox"/> Computer for Essays
<input type="checkbox"/> Extra Time 2.00x	<input type="checkbox"/> Low Distraction Room
<input type="checkbox"/> No Scantron	<input type="checkbox"/> Speech-to-Text
<input type="checkbox"/> Testing - Private Room	<input type="checkbox"/> Testing - Text-to-Speech

Total Exam Length:
0 Minutes

Exam Ends At:
Not Available


Additional Note:

5. Click **Add Exam Request**

FORM SUBMISSION

ADD EXAM REQUEST >

6. If everything is done correctly- you will see a green check mark



SUCCESS! YOUR ACTION HAS BEEN COMPLETED

The system has successfully saved your action.

DEVLPEP 50.51 - STUDY/ACADEMIC SURV SKILL (CRN: DEVLPEI

UPCOMING EXAMS FOR THIS COURSE

- **Quiz on Thursday, August 01, 2024 (Late Request)**
Time: 09:00 AM - 11:00 AM (120)

TERMS AND CONDITIONS

Review this request in its entirety and complete it to the best of your ability. Submitting this request signifies an understanding of, and agreement to, everything within this request.

7. If you need to fix something, the request will not go through and it will tell you what to fix!
8. If you are submitting a late request, you will need to select a Reason and select you have read and understand the late exam request policy, then click **Submit Late Exam Request**
 - a. If you entered in the wrong date, you can click "Back" to Modify Date

LATE EXAM NOTICE - ACTION REQUIRED

All late Alternative Testing Requests must be approved by the Center for Students with Disabilities **AND** your instructor.

If you have any questions, please contact the Center for Students with Disabilities at your campus.

LATE EXAM REQUEST

Reason* : ⓘ

Select One ▼

Additional Information:

Text area for providing additional information.

I Have Read And Understand The Late Exam Request Policy Above* :

Select One ▼

FORM SUBMISSION

SUBMIT LATE EXAM REQUEST >

BACK TO MODIFY DATE >