Alternate Proctored Location Form

It is the student’s responsibility to locate and identify an appropriate proctor. The selected proctor MUST:
1. NOT be a family member, friend, or co-worker.
2. Be employed by an education institution, public library, or other pre-approved agency.
3. Be available to speak to a representative of the University of Connecticut for verification.
4. Be able to receive email and attachments and print the attachments.
5. Have access to a fax or scanner to send completed exams back.

My signature certifies:
- I will abide by the University of Connecticut’s Student Code of Conduct and Academic Integrity. https://guide.uconn.edu/student-interactions/academic-integritymisconduct/
- I am not directly related to the proctor or residing in the same household.
- I will not make additional copies of the exam.
- I will follow all test condition guidelines set forth in the testing packet.

Student Signature: _____________________________ Date: ______________

Student Information

<table>
<thead>
<tr>
<th>Name</th>
<th>Student ID</th>
<th>Professor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mailing Address</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Email Address</td>
<td>Phone</td>
<td>Course Name</td>
</tr>
<tr>
<td>Exam Date</td>
<td>Exam Time EST</td>
<td>Course Number</td>
</tr>
</tbody>
</table>

Proctor Information

<table>
<thead>
<tr>
<th>Name</th>
<th>Position/Title</th>
<th>Employer/Organization Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mailing Address</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Email Address</td>
<td>Phone</td>
<td>Fax</td>
</tr>
</tbody>
</table>

My signature certifies:
- I will act as a proctor for the above student.
- I am not directly related to the student or residing in the same household.
- I agree to fax or email all completed exams and mail all original copies to the University of Connecticut.
- I will not make additional copies of the exam.
- I will follow all proctor guidelines set forth in the testing packet.

Proctor Signature: _____________________________ Date: ______________

Please submit this completed form to cdee@uconn.edu.