



Parkland College Remote Assessment Request Form

Student Name: _____

Student Parkland College ID#: _____

Student Email (preferred): _____

Placement Exam(s) (if reassessing): _____

Proctor requirements:

- Must be an approved testing institution (Subject to Approval).
- Proctors cannot be a family member, employer, friend, co-worker, or someone with whom the student has any personal relationship.
- Proctors cannot be an adjunct faculty member, teaching assistant, athletic coach, or student worker.
- Exams may not be proctored at the home of the student or proctor, or using a personal computer provided by the student.

Proctor Institution (Subject to Approval): _____

Proctor Institutional Email: _____

Parkland College Assessment Center Notes:

- Assessment Center staff will review student accounts and determine placement exams needed and/or placement exam retest eligibility.
- Off-campus placement testing requests could take up to 2 business days to process. During the Summer Semester, Parkland is closed on Fridays.
- After review, appropriate testing information will be sent to the student and proctor identified on this form.