



**Testing Center
Student Guidelines**
Make-up/Distance/Remote Testing
Summer 2019
Start Date: Monday, May 20, 2019
End Date: Thursday, August 29, 2019
Closed: Monday, May 27, 2019, Thursday, July 4, 2019
Fall 2019 schedule begins Tuesday, September 3, 2019
Saturday hours begin October 5, 2019

Camden County College
Testing Center
PO Box 200
Blackwood, NJ 08012
(856) 227-7200 x4710
Fax (856) 374-5090
www.camdencc.edu

Your instructor will provide you with the following information:

- The dates you may take the test.
- Any aids you are permitted to use or not use. – Mobile phones, wearable technology, and other electronic devices are not permitted to be used at any time in the Testing Center
- Your test results.

Blackwood Campus – Testing Center, Library (2nd Floor) – 856-227-7200 x4710

Monday - Paper-Pencil Testing hours begin at **9 am**, Paper-Pencil Testing **ends** at **5 pm**

Wednesday – Paper-Pencil Testing hours begin at **2 pm**, Paper-Pencil Testing **ends** at **8 pm**

Thursday Paper-Pencil Testing hours begin at **9 am**, Paper-Pencil Testing **ends** at **5 pm**

The Testing Center closes at the indicated times. Come early enough to allow yourself sufficient time to complete your exam by the closing time.

Camden City Campus – College Hall Room 117 (1st floor) – 856-968-1275

Monday Paper-Pencil Testing hours begin at **12:30 pm**, Paper-Pencil Testing **ends** at **5 pm**

Tuesday Paper-Pencil Testing hours begin **12:30 pm**, Paper-Pencil Testing **ends** at **3 pm**

To confirm exam has been delivered to Camden City Campus please call (856) 968-1275 or email dalston@camdencc.edu. Testing ends at the indicated time. Come early enough to allow yourself sufficient time to complete your exam by the closing time.

Exams will only be sent from Blackwood to Camden with instructor’s permission and will need to be coordinated between the instructor and the student only. Three business days is needed for exams to be delivered and processed.

William G. Rohrer Center (Cherry Hill) – Room 208 (2nd floor) – 856-227-7200 x4710

Tuesday Paper-Pencil Testing hours begin at **10 am**, Paper-Pencil Testing **ends** at **3 pm**.

Testing ends at the indicated time. Come early enough to allow yourself sufficient time to complete your exam by the closing time. **Exams will only be sent from Blackwood to Rohrer with instructor’s permission and will need to be coordinated between the instructor and the student only. Three business days is needed for exams to be delivered and processed.**

- All students must present a current/valid photo id card (School ID, Driver’s License, Passport, etc.)
- You must know your instructor’s last name and course title.
- Testing for another college or organization (Remote Testing) can only be done in Blackwood. You must provide the Testing Center with the **non-refundable** testing fees prior to the test date. Test Proctors cannot accept payment. Please contact the Testing Center for more information.

Note: Academic integrity and appropriate conduct will be enforced as outlined in the CCC Student Handbook