As a student registered in a course through UNITE Distributed Learning Program at the University of Minnesota, you will need to identify a person to serve as the proctor for your exams. The proctor CANNOT be another student, a friend/colleague, family member or someone who reports directly to you. A member of the HR/Training staff within your company, librarian or a member of an educational institution or testing center would qualify as a proctor. YOU CAN ALSO ELECT TO TAKE ALL EXAMS ON-CAMPUS -- YOU MUST WORK WITH THE INSTRUCTOR TO SEE IF ROOM IS AVAILABLE IN THE CLASSROOM.

Please complete the following information and return this form to UNITE, either electronically or by fax:

Student Name: _________________________________________________________________________
Student Email Address: __________________________________________________________________
Student Telephone Number: ____________________________________________________________
Course Number(s): _____________________________________________________________________

I WILL BE TAKING ALL EXAMS ON CAMPUS: ______________________________

Proctor Name: _________________________________________________________________________
Proctor Title: _________________________________________________________________________
Proctor Company: _____________________________________________________________________
Proctor Telephone Number: __________________________________________________________
Proctor Fax Number: ___________________________________________________________________
Proctor Email Address: _________________________________________________________________

What relationship does your proctor have with you? (ie; librarian, HR person, ETC.) _______________________

Proctor Business Address:
________________________________________________
________________________________________________
________________________________________________

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