

Remember: All Sections of this Form Must Be Completed before Submission to the DRC.

Accommodated Test Request (ATR) Form

SPRING 2015

Disability Resource Center (DRC)

Notes and Testing Services
 University of Florida • 001 Reid Hall (Building 0020)
 P.O. Box 114085 • Gainesville, FL 32611
352-392-8565 (voice)
 352-392-8570 (fax) • email: testing@dso.ufl.edu

DRC Staff Receiving Form

Date Received

DRC Office Use Only

Last day to submit ATR form for SPRING 2015 "Finals" Accommodated Testing: 5:00PM, Wed, April 22, 2015

STUDENT SECTION

To be completed by Student

- Complete student section and have Instructor complete remaining sections
- Submit completed ATR form to DRC not less than four (4) business days before exam date.
- Confirm (on-line, phone, or email) exam location, date, time, & accommodations not less than three (3) business days before each exam date.
- Requests to modify a scheduled exam (date or time) must be submitted to DRC not less than three (3) business days before exam date.
- All requests to modify schedule must be approved by the Instructor and DRC.

Today's Date

Student's Name PLEASE PRINT

Student's Signature

Student's UFID#

Student's Phone Number

Student's UF Email Address

@ufl.edu

INSTRUCTOR SECTION

To be completed by Instructor

- Complete Instructor section and Course & Exam Information Section.
- Provide exam materials to DRC no later than 3:00 PM the business day before scheduled exam date.
- Please note, exams not received by deadline may result in cancellation of the accommodated exam.
- Exam materials may be sent via email (testing@dso.ufl.edu), faxed, or hand delivered to DRC.
- Exams will be available for pick-up upon completion or will be delivered no later than the next business day after exam date.
- Provide complete delivery information. A signature will be required upon return of all exams.

1/14/15
Today's Date

Zongun Qin
Instructor's Name PLEASE PRINT

Instructor's Signature

2-8745

Instructor's Phone Number (Primary)

Instructor's Phone Number (Backup)

qin@phys.ufl.edu
Instructor's UF Email Address

- Check box if completed exam is to be picked up from the DRC.
- Check box if completed exam is to be scanned and emailed as a pdf document. Please indicate email address for exam return.
- Check box if completed exam is to be delivered by the DRC. Please indicate Primary and Backup locations for exam return.

Instructor's Office (Primary Location for Exam Return)

Main Department Office (Backup Location for Exam Return)

1210 NPB Physics
Room Number Building Department

2039 NPB Physics
Room Number Building Department

COURSE & EXAM INFORMATION SECTION

To be completed by Instructor

Course Information

(Please Print Requested Information)

PHY2054
Course Number

All
Course Section Number

NPB1001
Course Location

TR 4,5
Course Day(s) & Course Period(s)

Exam Information

(Instructor Must Approve Test Aids)

Exam Date	Exam Start Time	Exam Length	Exam Location	Exam Format	(Please Check All That Apply)			
					Permitted Class Exam Test Aids			
2/11/15	8:20pm	2hr	various	<input checked="" type="checkbox"/> Paper <input type="checkbox"/> Computer <input type="checkbox"/> Sakai	<input checked="" type="checkbox"/> Basic Calc <input checked="" type="checkbox"/> Graphing Calc <input checked="" type="checkbox"/> Scientific Calc	<input checked="" type="checkbox"/> Open Notes <input type="checkbox"/> Formula Sheet <input type="checkbox"/> Periodic Table	<input type="checkbox"/> Other: both one 8x11 sides	
3/17/15	8:20pm	2hr	various	<input checked="" type="checkbox"/> Paper <input type="checkbox"/> Computer <input type="checkbox"/> Sakai	<input checked="" type="checkbox"/> Basic Calc <input checked="" type="checkbox"/> Graphing Calc <input checked="" type="checkbox"/> Scientific Calc	<input checked="" type="checkbox"/> Open Notes <input type="checkbox"/> Formula Sheet <input type="checkbox"/> Periodic Table	<input type="checkbox"/> Other: both one 8x11 sides	
				<input type="checkbox"/> Paper <input type="checkbox"/> Computer <input type="checkbox"/> Sakai	<input type="checkbox"/> Basic Calc <input type="checkbox"/> Graphing Calc <input type="checkbox"/> Scientific Calc	<input type="checkbox"/> Open Notes <input type="checkbox"/> Formula Sheet <input type="checkbox"/> Periodic Table	<input type="checkbox"/> Other:	
				<input type="checkbox"/> Paper <input type="checkbox"/> Computer <input type="checkbox"/> Sakai	<input type="checkbox"/> Basic Calc <input type="checkbox"/> Graphing Calc <input type="checkbox"/> Scientific Calc	<input type="checkbox"/> Open Notes <input type="checkbox"/> Formula Sheet <input type="checkbox"/> Periodic Table	<input type="checkbox"/> Other:	

Final Exam Information

4/25/15	3pm	2hr	various	<input checked="" type="checkbox"/> Paper <input type="checkbox"/> Computer <input type="checkbox"/> Sakai	<input checked="" type="checkbox"/> Basic Calc <input checked="" type="checkbox"/> Graphing Calc <input checked="" type="checkbox"/> Scientific Calc	<input type="checkbox"/> Open Notes <input checked="" type="checkbox"/> Formula Sheet <input type="checkbox"/> Periodic Table	<input type="checkbox"/> Other: both Two 8x11 sides
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Upon Exam Completion, All Exam Materials will be Returned to Instructor. No Exceptions.