

DISTANCE LEARNING

<http://dl.austincc.edu/>

DISTANCE LEARNING VIRTUAL COLLEGE OF TEXAS AUSTIN COMMUNITY COLLEGE VCT Testing Transmittal Form



Distance Learning • Austin Community College • Pinnacle Campus • 7748 Highway 290 West • Austin, Texas 78736
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REVIEW VCT TESTING INFORMATION BEFORE COMPLETING THIS FORM: <http://dl.austincc.edu/VCT/VCTFaculty.html#Testing>

PART I: VCT STUDENT & COURSE INFORMATION

VCT HOST COLLEGE & STUDENT DETAILS:

VCT Host College: _____

VCT Student Name: _____

Student Email: _____

COURSE & INSTRUCTOR DETAILS:

Course #: _____ (ex: GOVT 2305)

ACC Instructor: _____

Synonym #: _____ (ex: 54321)

Instructor Email: _____

Instructor Phone #: _____

PART II: TESTING INFORMATION

EXAM DETAILS:

Number of Exams: _____

Initial Test: _____

Retest (if applicable): _____

Last Date to Test: _____

Time Limits /Instructions: _____

SUPPLEMENTAL MATERIALS AUTHORIZED:

Scantron: Red (ACC) Green Instructor-designed Answer Sheet

Thesaurus Dictionary: English Foreign Language: _____

Paper: Graph Ruled Scratch

Notes (# of Pages: _____)

Other: _____

Materials provided by: ACC Distance Learning ACC Instructor VCT Host College

METHOD TO RETURN COMPLETED EXAMS:

Return Exams by Mail to:

Address: _____

Return Exams by Express Mail to:

Attn: _____

(Select this option if necessary to meet deadlines.)

Return Exams by Fax to: _____

ACC Instructor Signature: _____

Date Form & Tests Submitted: _____