

NIACC TESTING CENTER

Policies

When you come to test, you are agreeing to do the following things:

Be ready to present:

- A valid photo ID to the proctor.
- The program or instructor's name and the name of your test.

Lock all your materials in a locker, including:

- Your backpack &/or purse, wallet, and anything else in your pockets (keys, change, etc.).
- All study materials, except those allowed by your instructor/program.
- Your turned OFF cell phone.
- Your watch, smart-watch, fit-bit, and any jewelry larger than ¼ inch.
- Your coat, hat, scarves, headbands (larger than ½ inch), and sunglasses.
- Mechanical pencils (we will supply you with a pencil).

Allow for proper time to finish your exam.

- *A test must be started so the full time allowed by the instructor or program can be given **AND** the test is completed before the Testing Center closing time.*

Do not use unauthorized materials, or accept help from or give help to another person.

Do not remove any testing materials from the Testing Center, including scratch paper.

