



The following information is provided to enhance your testing experience at BJU Press Testing Center.

### General guidelines

- Avoid wearing any strong perfumes, colognes or essential oils when testing.
- Avoid wearing jewelry items that are noisy such as bangles or bracelets.
- No food, drink or gum is allowed in the Testing Center.
- Please be advised that family and friends are not allowed to wait in the Testing Center lobby area during testing.

### Check-in

- A government-issued ID with photo and signature must be presented for all tests. A secondary ID may be required as well.
- Please consider using the restroom before entering the Testing Center. Timed tests cannot be paused for a restroom break.
- Candidates are provided a secure locker to store all personal belongings while testing.\*
  - No electronic devices are allowed in the Testing Center. Please silence all devices before placing in your assigned locker.
  - Please remove all outerwear and place in your assigned locker or hang it on the coat rack by the lockers.
  - Please remove all headwear and place in your assigned locker unless it is worn for religious or medical reasons.
  - Please remove all items from your pockets and place in your assigned locker.

### Inside the testing lab area

- No talking is permitted in the Testing Center.
- Please be considerate of other testers in the Testing Center.
- You may adjust the chair and monitor as you wish.
- No testing aides are allowed except the ones indicated by your testing sponsor.
- Please raise your hand if you need anything while testing or upon finishing your test.
- If your test allows scratch paper and pencils, it will be provided by the Testing Center staff, and all pencils and scratch paper must remain in the Testing Center following the completion of your test.
- For security purposes all testing sessions are monitored by active proctors as well as surveillance cameras.

\*The BJU Press Testing Center and its employees are not responsible for any personal belongings brought onto the premises and cannot be held accountable in an event that such things are lost, damaged, or stolen.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name (please print) \_\_\_\_\_