

Chemeketa Testing Services Information Sheet

Revised 4/8/2015

We have provided the following information for Chemeketa students who want to use Chemeketa's Testing Center to take a proctored **exams**:

Location: Testing Services
1st Floor, Building 2
Chemeketa Community College
4000 Lancaster Dr. NE., Salem, Oregon 97309

Proctor: Linda Abundis **Title:** Testing Coordinator

YOU MUST HAVE AN APPOINTMENT and PHOTO ID

Schedule appointments at least 3 days in advance

Appointments:

To schedule appointments with us call **503.399.6556**, or you can email us at testing@chemeketa.edu. Our fax number is: 503.399.4950. All calls and emails after 4:00pm will be answered the next business day.

Testing Center Office Hours

Monday thru Friday from 8:00 am to 5:00 pm.

*Monday thru Thursday July & August

When making an appointment, please provide the following information:

- **Test format: computer or paper**
- **Your name**
- **Your instructor's name or Institution**
- **The course name and number (ex: PSY 201)**
- **The test number or name (ex: Midterm, Quiz #2)**
- **Your phone number**

Testing Service Hours:

Mondays	9:00 am to 4:00 pm
Tuesdays	9:00 am to 4:00 pm
Wednesday	9:00 am to 8:00 pm
Thursday	9:00 am to 8:00 pm
*Fridays	9:00 am to 4:00 pm

*Friday testing not available July & August