

**FRANKLIN COLLEGE SWITZERLAND**  
*Accommodated Exam Request Form: Midterm and Final Exams*  
*Proctoring Services, Office of the Dean of the College*

Student Name
Professor Name
Course (for example MAT 103)

ORIGINAL EXAM	ACCOMODATION EXAM 1 <sup>st</sup> OPTION	ACCOMODATION EXAM 2 <sup>nd</sup> OPTION
Date:	Date:	Date:
Start Time:	Start Time:	Start Time:
End Time:	End Time:	End Time:

**INSTRUCTIONS**

- Calculator allowed
- Other materials allowed   
     Please list here:
  
- Exam requires use of a computer
- I have conditions regarding the student's right to use his/her laptop   
     Please list here:

**PLEASE SUBMIT THIS FORM IN HARD COPY or EMAIL TO MS. GIORGIA GREPPI RIEZZO [ggreppi@fc.edu](mailto:ggreppi@fc.edu)**

**PROFESSORS, PLEASE NOTE:  
 EXAMS SHOULD BE SUBMITTED VIA EMAIL TO [ggreppi@fc.edu](mailto:ggreppi@fc.edu) NO LATER THAN NOON THE DAY PRIOR TO THE EXAM. IF YOU PREFER, YOU MAY SUBMIT A HARD COPY.**

Professor  
 Signature \_\_\_\_\_

*For Exam coordinator's use only*  
 Rec'd \_\_\_\_\_ (date)   
 Room confirmed   
 Proctor confirmed   
 Reminder to student and professor sent \_\_\_\_\_ (date)