How to fill out

DRS Testing Contract Questions

For Physics 121, 122, and 123 (excluding honors sections)

1. Professor email address: Your professor’s email address can be found on syllabus

2. TA email address (if applicable): Susan Miller: susanh82@phys.washington.edu

3. How will exams get to DRS?
   - Upload exam to the secure DRS website at least 24 hours in advance (upload instructions will be included in the reminder email you will receive)
   - Email to drstest@uw.edu at least 24 hours in advance
   - Deliver hard copy to DRS at least 24 hours in advance
   - Student will deliver in an envelope, signed and sealed by the Prof/TA

4. Allowances for exams? If none are specified, none will be allowed.
   - Calculator - please indicate type (Specify Below)
     - Text storage capability on calculators is not permitted
   - Open book
   - Notes (single or double sided, size of paper, # of pages) (Specify Below)
   - Other (Specify Below)
     - Scratch paper is acceptable, but all your answers must be submitted on the actual exam pages

5. How would you like us to return your exams? If instructions differ per exam, please specify in text box.
   - Prof/TA will pick up from DRS
   - DRS will send in campus mail (Specify Below)
   - DRS will email (Specify Below)
   - Student will return to Prof/TA in signed, sealed envelope
6. **What would you like the student to do if clarification is needed during the exam, so that equitable grading can be ensured?**

- Have DRS call the professor at this number (Specify Below)
- Have DRS email the professor at this address (Specify Below)
- Other (Specify Below)

Call Susan Miller- x34982

7. **Please list all exam dates, start times, AND amount of time allotted for the class, according to the syllabus (NOTE: this will not schedule exams, it simply provides a reference for DRS)**

12x students will only be taking the final exam at the DRS testing center (all midterms will be taken in the Physics building)

Final exam schedule can be found on course syllabus or here at the bottom of the page: [http://www.washington.edu/students/reg/calendar.html](http://www.washington.edu/students/reg/calendar.html)

Time allotted for final exams is 1 hour and 50 minutes.

8. **Students must schedule exams according to the times listed on the syllabus, unless otherwise discussed with the professor (and communicated to DRS). However, flexibility with start times may be needed to accommodate exam/class time overlap, DRS closure hours, etc. When flexibility is needed, exams may be scheduled under the following parameters:**

- 1 hour before/after class exam
- 1 day before/after class exam
- Any time same day

Other (example: "Student may take exam before, but not after class"). (Specify Below)

Must be taken as close as possible to regular class exam time, but can be changed if necessary due to overlapping exam times with other courses- please discuss options with professor

List the amount of time allotted for:

Midterm: NA

Final: 1 hour and 50 minutes