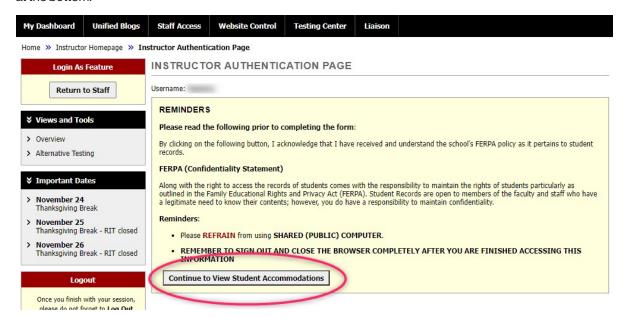
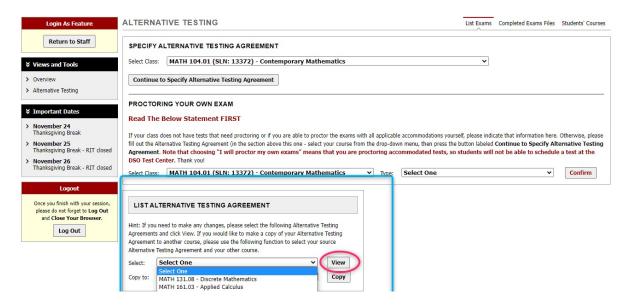
Updating Alternative Testing Agreement

- 1. Log onto the MyDSO Faculty Portal.
- 2. From the Instructor Authentication Page press the Continue to View Student Accommodations button at the bottom.



- 3. Click the Alternative Testing link in the left-hand sidebar.
- **4.** In the box labeled List Alternative Testing Agreement, you can select a course from the dropdown menu, then press the View button to view the information you've submitted to DSO.





Additional Note or Comment

3.	What of	What other materials are required?		
		Scantron sheet		
		Blue book or lined paper		
		Scrap paper		
		Other (Specify Below)		
	~	None		
	Additional Note or Comment			
4.	Will students in the class require a computer or laptop? If so, please specify what software, application or website is allowed.			
		No computer needed		
		DSO's monitored computer is needed for specific software, applications or websites (Specify Below)		
		Student's own laptop is needed for specific software, applications or websites (Specify Below)		
	Addition	nal Note or Comment		
5.	If your student cannot take the test at the same time as the class (due to back-to-back classes or the Test Center hours/capacity), when should your student schedule their test? Please note that you will receive an email showing your student's scheduled test and can contact the Test Center staff if you don't approve of this date/time.			
	~	Same day as the class is taking the test, any time that day is fine		
		The day before the class		
		The day after the class		
		Any day during the same week		
		Other (Specify Below)		
		r attention to Question #6 – how DSO can contact you in case your student has a question; th of time given to the class:		
6.	During	the test, how can you be reached if the student has a question about their test?		
		Phone call (Specify Below)		
		Text (Specify Below)		
	~	Email (Specify Below)		
	Additio	nal Note or Comment		
		@rit.edu		

7.	If the test will be taken on paper, please tell us how your test should be printed:
	Print double-sided
	✓ Print single-sided
	Print in black & white
	Print in color
	N/A, the test is administered online so does not need to be printed at all
	Additional Note or Comment
- Ex	xam Type(s)
Plea	se list REGULAR CLASS EXAM LENGTH without extended time accommodations
	Final 105 Minutes
	Quiz Minutes
	Test 105 Minutes
	TOS PHINCES
Agre	u make any edits to this form, click the button at the end of the form: Update Alternative Testing ement.
	exam Type(s)
Ple	ase list REGULAR CLASS EXAM LENGTH without extended time accommodations
	Final 150 Minutes
	Quiz 15 Minutes
	Test 115 Minutes
	Additional Information
	Instructor Phone Number: Hint: Enter 10-digit number only.
	Additional Note:
	Update Alternative Testing Agreement
	Opuate Atternative results Agreement
0	actions? Contact Hel