

**REGISTRATION FORM
FOR
NON-SF EXAMS***

Candidate's Name:

Phone:

Email address:

Name of Course/Test:

Format for Test (paper/pencil, e-mail, computerized, etc.)

Name of Institution/Company:

Name of Instructor or Contact:

Instructor/Institution Phone and Email:

Candidate is responsible for informing the host institution (college) that we have been selected to proctor the exam. In most cases the institution (college) will notify the candidate when they are supposed to take the test and when they will mail the test to us.

All tests must be sent via email or fax: test.center@sfcollge.edu

Fax: 352-381-7027

No scheduling required. The test taker is responsible for knowing exam date/s and Assessment testing days and hours of operation.

Pay testing fee: The candidate pays the \$30 per term fee prior to taking the first test for the term. The fee must be paid to the Cashier in the Robertson Administration building. The Cashier will not take a personal check but will take cash, Visa & MasterCard.

Testing day: bring paid receipt and one form of identification to the Assessment Center in G-25. The ID must be an official ID – driver's license, Florida ID, military ID or passport.