

**EDUCATIONAL ACCESSIBILITY SERVICES
Suite 1600 David Adamany Undergraduate Library (U.G.L.)**

**WSU INSTITUTIONAL EXAMINATION
PERMIT AND INSTRUCTIONS
(Placement and General Education Requirements)**

Student's Name:	
WSU ID #:	
Student's e-mail address:	
Student's Daytime Telephone Number:	
Student's Address/City/State/Zip Code	
Student's Verified Testing Accommodations-	
EAS' Staff's Initials:	
Credit Card Type: (circle one) Visa / MasterCard	Account / Expiration Date / Verification Code (last 3 number back of card):

Name of examination/s	Date Requested	Fee

To the EAS Student:

If you are not paying by credit card and are scheduling an institutional exam with the EAS office, you will need to do the following:

Take this form to Room 698 Student Center Building, schedule and pay for the exam with Testing and Evaluation office. They require a 48 hour notice.

It is your responsibility to pre-register with Testing and Evaluation and make payment for your exam/s. You may make payment with a check, money order or credit card in the amount of the exam/s.

On the day of your scheduled exam you must bring your appointment card and have your picture ID with signature. (Driver's license, State of Michigan ID.) If you do not have these items with you on the day of the exam, you will not be permitted to take the scheduled exam. No exceptions!

Testing and Evaluation has information bulletins for all requested exams.

If you need any information, you may call them or stop and pick up a bulletin. You may also choose to visit their website at: www.testing.wayne.edu