SAS Short Overview of Guidelines

1. How many business days prior to the day of the test is a student required to hand in a signed and completed "Sign me up testing form"?
   A. 1
   B. 4
   C. 0
   D. 12

2. Accommodation letters should be given to professors during office hours at the beginning of each semester. True or false

3. Accommodations are retroactive and can be granted for an exam that has already been taken. True or false

4. If you are unsure about how to sign up for an exam with SAS or about how one of your approved accommodations works you:
   A. Panic
   B. Go on Facebook
   C. Go to the SAS office and ask a staff member to explain what you want to know
   D. Ask your parents

5. What do you do if you have back to back classes that conflict with your ability to take an exam with extended time in the SAS testing lab?
   A. Find a time in your schedule when the SAS testing lab is open (including hours after 5pm) and ask your professor for their permission to take the exam at that alternate time when you give them the form to sign.
   B. Go to your next class late because you get extended time
   C. Hope that you can finish the exam in class without extra time

6. Your professor is the only person who can authorize changing an exam date or time. True or false.

7. You are required to take every single exam in the SAS testing lab after you meet with Victoria or another SAS staff member for your 411. True or false.
8. You are required to sign forms verifying that you understand SAS policies and procedures immediately after your 411 with an SAS staff member. True or false.

9. Professors are required to give students extended time for exams in their classrooms. True or false.

10. Which of the following is NOT an example of an accommodation for which you may or may not need clarification on just in case after your 411.

A. Note-taking services  
B. Assistive technology  
C. Housing  
D. Extended time on in class exams  
E. Attendance Modification Policy Guidelines  
F. Ask Andrea

11. Accommodations get generated automatically for students after the first semester that they register with SAS. True or false.

12. It is not OK to hand in a Sign me up form the day before an exam because:

A. We may not be able to get a copy of the exam in time  
B. We may have every seat in the lab filled  
C. If a student requires a scribe to record their answers in writing, we have no time to hire them.  
D. Even if we could get a copy of the test and permission on short notice, students should not make a habit of not following our guidelines.  
E. All of the above

13. It is permissible to indicate that you are not clear about SAS procedures when you have an upcoming exam after taking this quiz. True or false.

14. Where is the SAS testing lab located?

A. C.V. Starr  
B. 034 Memorial Hall  
C. 107 Student Center  
D. Roosevelt Hall  

15. The SAS Department is now located at 107 Student Center. True or False.