



TESTING CENTER

This message to faculty and staff is approved by Dr. Jim Clark, Provost and Executive Vice President for Academic Affairs.

Testing Center Fall 2023 Services

The Office of Distance Learning is pleased to announce the soft reopening of the main campus FSU Testing Center for Fall 2023 course exams. Service capacity is limited until the center is fully staffed by Spring 2024. Instructors may now submit a request for Fall testing services (instructions below). Priority scheduling will be given to distance learning and high-enrollment face-to-face courses.

What do I tell students?

Make sure students are aware of the latest proctored testing procedures and policies: [Update your Canvas course site\(s\)](#) with the newly revised proctored exams syllabus block or copy and paste our [recommended text](#) on your course syllabus page.

Is Honorlock online proctoring available?

The Honorlock contract runs through the last week of Fall classes and is available for use in distance learning courses and those in which it is the most effective option (see [March announcement](#)). **Honorlock will *not* be available for Fall final exams.** Instructors are encouraged to take advantage of in-class or other proctoring solutions that include in-class polling, lockdown browsers, [Scantron services](#), the [FSU Testing Center](#), or other third-party solutions. The university is procuring a new agreement for online proctoring that will best support distance learners after the current contract ends. More information will be available later in the Fall semester.

- Please note that courses using Honorlock are *not* eligible for exam proctoring in the FSU Testing Center.
- Don't forget to remove Honorlock-related instructions and syllabus blocks from your Canvas course sites if you are no longer using this service.
- Need help with alternative assessment design? The [Center for the Advancement of Teaching](#) and [Office of Distance Learning](#) are happy to assist you.

Will scanning services be available?

The Testing Center will continue to offer Scantron form scanning services for multiple-choice exams and surveys. See the [Form Scanning](#) page for more information.

How do I request in-person proctoring services?

Check out updates to our services on the new [FSU Testing Center](#) website.

Submit your service request by entering course and exam information in the Instructor Request System before **midnight August 27, 2023**:



[Request Services](#)

Questions? Visit the [FSU Testing Center](#) on the web, call [850-644-3017](tel:850-644-3017), or email testing@fsu.edu. We are happy to assist you!

This email was sent by Florida State University
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