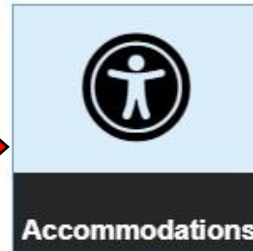
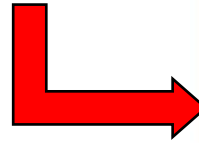
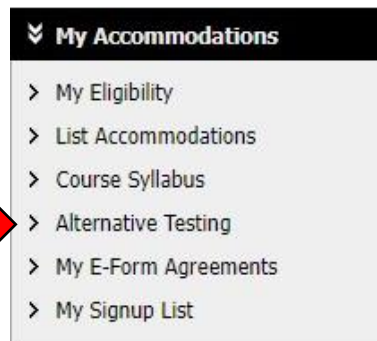
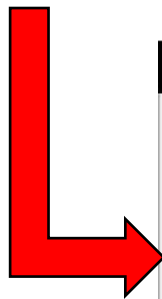


AIM Student Exam Scheduling

1. Open TechWeb and click on the [Accommodations Tile](#).



2. In AIM click on the "[Alternative Testing](#)" link on the far left hand side-bar menu.



3. Select the appropriate course from the drop down menu and click on "[Schedule an Exam](#)".

ALTERNATIVE TESTING

Alternative Testing Agreement(s)

Below is the list of all Alternative Testing Agreement(s) submitted through the system.

If you do not see your course listed, this means that your alternative testing agreement **HAS NOT BEEN COMPLETED** and you are unable to schedule alternative testing at this time.

Please contact our office as soon as possible if your exam date is approaching so that your room can be properly scheduled.

Select Class.

***If your course does not appear please contact your instructor. Your instructor must submit their testing agreement before a test can be scheduled.**


4. Fill out the prompts accordingly and select what accommodations you would like to utilize. Any prompt with a **red asterisk** must be filled out. When finished select the **“Not Specified”** box under Terms and condition and then click on **“Add Exam Request”**.

Exam Detail

Alternative Testing Agreement Type: ACES AIM Testing Agreement

Request Type *: **Select One** ▾

View: Exam Schedule Availability

Date *: 

Hint: Enter date in the following format Month/Day/Year (i.e. 12/31/2010).

Time *: **Select** ▾ **Select** ▾

Services Requested (As Applicable) *

Extra Time 1.50x Reduced Distraction Environment

Required Technology (If Applicable)

ProctorU

Additional Note:

Term(s) and Condition(s)

Please indicate that you have read and agreed to the following statement(s):

Not Specified

Add Exam Request

Back to Testing Requests Overview