



PRINCE GEORGE'S
COMMUNITY COLLEGE

Testing Center

Spring 2019 Academic Testing Hours of Operation

Academic Testing Only (See reverse/bottom of page for Placement Testing Hours)

| | OPEN | CLOSE |
|---|---------|---------|
| Monday through Thursday | 8:30 am | 8:00 pm |
| Friday* | 8:30 am | 4:00 pm |
| * 1st Friday of each month (April 5 & May 3) | 8:30 am | 2:00 pm |
| Saturday (Closed on 5/18 & 5/25) | 9:00 am | 3:00 pm |

Students in the Center at Closing Time have 30 minutes to complete testing

Center **CLOSED** on these dates

Thurs., Jan. 31 & Fri., Feb. 1 (TEAS Testing)
 Fri., Feb. 8 (TEAS Testing)
 Mon., Feb. 18 (Presidents Day)
 Friday, Mar. 1 (TEAS Testing)
 Mar. 18 - Mar. 24 (Spring Break)
 May 27 (Memorial Day)
 May 18 & 25 and June 1 (Saturdays btwn. semesters)

Center **CLOSES AT 2:30 p.m.**

April 5 & May 3

PGCC Student ID's are **REQUIRED**

Students taking academic tests (any test pertaining to a course in which a student is enrolled at the college) are required to have a PGCC Student ID card. The PGCC ID card must be presented to Testing Center staff when checking into the center. **Any student who does not present a valid PGCC Student ID will not be allowed to take an academic test.**

Students are encouraged to obtain a PGCC Student ID as soon as they are admitted to the College and should carry it whenever they are on campus.

1. Students are only allowed to have the following items at their testing stations: photo ID, pen/pencil, SAS locker key (if a locker is used) and a calculator provided by the Testing Center (if allowed by the instructor). **Students are NOT permitted to use their own calculators - All possessions brought into the Center must be secured in lockers** (coin-operated - requires a quarter - returned when locker is re-opened). Any item or material which the SAS staff determines to be a security risk or potentially disruptive or distracting will not be allowed.
2. Cell phones, smartphones, and all electronic communication, data storage, or recording devices are prohibited and cannot be used as calculators or for any purpose. Possession of these devices is a violation of academic integrity and is prohibited.
3. Communication with other students while testing is a violation of academic integrity and is prohibited.
4. Copying, retaining, or distributing examination materials is a violation of academic integrity and is prohibited.
5. Unauthorized use of computers, notes, books, or other study aids is a violation of academic integrity and is prohibited.
6. Once testing has begun, students cannot leave the Center until their test is submitted to the Student Assessment Services staff. Once submitted (or abandoned by unauthorized departure), a test cannot be resumed. The Center does not have restrooms. Restroom breaks are not permitted.
7. Disruptive behavior is prohibited and may result in permanent expulsion from the Center. Food, drink, etc. are prohibited.
8. No children, family members, or friends are allowed in the testing center. No childcare is provided at the Center.
9. Disability accommodations must be requested through and approved by the Disability Support Services Office in advance.
10. Students in the Testing Center are subject to strict proctoring and observation at all times.

Testing Center - Academic Testing Service Hours

Spring 2019

Students in the Center at Closing Time have 30 minutes to complete testing

| February | | | | | | |
|----------|-------------------|-------------------|-------------------|----------------------|---------------------|-----------------|
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| 27 | 28 | 29 | 30 | 31 TEAS CLOSED | 1 TEAS CLOSED | 2 9:00-3:00 |
| 3 | 4 8:30 - 8:00 | 5 8:30 - 8:00 | 6 8:30 - 8:00 | 7 8:30 - 8:00 | 8 TEAS CLOSED | 9 9:00-3:00 |
| 10 | 11 8:30 - 8:00 | 12 8:30 - 8:00 | 13 8:30 - 8:00 | 14 8:30 - 8:00 | 15 8:30-4:00 | 16 9:00-3:00 |
| 17 | 18 CLOSED | 19 8:30 - 8:00 | 20 8:30 - 8:00 | 21 8:30 - 8:00 | 22 8:30-4:00 | 23 9:00-3:00 |
| 24 | 25 8:30 - 8:00 | 26 8:30 - 8:00 | 27 8:30 - 8:00 | 28 8:30 - 8:00 | | |

| March | | | | | | |
|--------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| | | | | | 1 TEAS CLOSED | 2 9:00-3:00 |
| 3 | 4 8:30 - 8:00 | 5 8:30 - 8:00 | 6 8:30 - 8:00 | 7 8:30 - 8:00 | 8 8:30-4:00 | 9 9:00-3:00 |
| 10 | 11 8:30 - 8:00 | 12 8:30 - 8:00 | 13 8:30 - 8:00 | 14 8:30 - 8:00 | 15 8:30-4:00 | 16 9:00-3:00 |
| 17 | 18 Spring Break | 19 Spring Break | 20 Spring Break | 21 Spring Break | 22 Spring Break | 23 Spring Break |
| 24 | 25 8:30 - 8:00 | 26 8:30 - 8:00 | 27 8:30 - 8:00 | 28 8:30 - 8:00 | 29 8:30-4:00 | 30 9:00-3:00 |

| April | | | | | | |
|--------|-------------------|-------------------|-------------------|-------------------|-----------------|-----------------|
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| 31 | 1 8:30 - 8:00 | 2 8:30 - 8:00 | 3 8:30 - 8:00 | 4 8:30 - 8:00 | 5 8:30-2:00 | 6 9:00-3:00 |
| 7 | 8 8:30 - 8:00 | 9 8:30 - 8:00 | 10 8:30 - 8:00 | 11 8:30 - 8:00 | 12 8:30-4:00 | 13 9:00-3:00 |
| 14 | 15 8:30 - 8:00 | 16 8:30 - 8:00 | 17 8:30 - 8:00 | 18 8:30 - 8:00 | 19 8:30-4:00 | 20 9:00-3:00 |
| 21 | 22 8:30 - 8:00 | 23 8:30 - 8:00 | 24 8:30 - 8:00 | 25 8:30 - 8:00 | 26 8:30-4:00 | 27 9:00-3:00 |
| 28 | 29 8:30 - 8:00 | 30 8:30 - 8:00 | | | | |

| May | | | | | | |
|--------|-------------------|-------------------|-------------------|-------------------|-----------------|-----------------|
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| | | | 1 8:30 - 8:00 | 2 8:30 - 8:00 | 3 8:30-2:00 | 4 9:00-3:00 |
| 5 | 6 8:30 - 8:00 | 7 8:30 - 8:00 | 8 8:30 - 8:00 | 9 8:30 - 8:00 | 10 8:30-4:00 | 11 9:00-3:00 |
| 12 | 13 8:30 - 8:00 | 14 8:30 - 8:00 | 15 8:30 - 8:00 | 16 8:30 - 8:00 | 17 8:30-4:00 | 18 CLOSED |
| 19 | 20 8:30 - 7:00 | 21 8:30 - 7:00 | 22 8:30 - 7:00 | 23 8:30 - 7:00 | 24 8:30-4:00 | 25 CLOSED |
| 26 | 27 CLOSED | 28 8:30 - 7:00 | 29 8:30 - 7:00 | 30 8:30 - 7:00 | 31 8:30-4:00 | |

| | | | | |
|--|-------------------------|---------|-----------------------|------------------------|
| Service Hours for Placement Testing & Other Services | Walk-in Hours | OPEN | <i>Must Begin By:</i> | <i>Must Finish By:</i> |
| | Monday through Thursday | 8:00 am | 6:00 pm | 8:00 pm |
| | Friday | 8:00 am | 12:00 pm | 2:30 pm |