

Proctor Form

Course and Student Information (please complete all information)

Name of Course(s): _____

Name (Last, First MI)

Date of Birth

Address

Phone Number

Email Address

----- This section must be completed by proctor -----

Proctor Information (please complete all information)

Name (Last, First MI)

Job Title/Position

Organization

Address

Phone Number

Email Address

Instructions to proctor: Please complete and return this form to proctor@oncourselearning.com

I understand and acknowledge that:

1. I am a disinterested third party in the administration of this examination. I am not related by blood, marriage or any other relationship to the student, which would influence me from properly administering the examination.
2. The student will show me positive photo identification prior to beginning the examination.
3. The student will not receive any assistance and have no access to books, notes or reference material.
4. The examination will not be compromised, copied, or recorded in any way or by any method.
5. OCL Real Estate LLC has provided me the relevant state requirements for a proctoring location and that this examination shall be proctored at a location qualifying under such state requirements and approved by OCL Real Estate LLC.

Signature of Proctor

Date