



# SSD-King's Exam Request Form

Student Number:	Student Name:	Telephone #:	UWO E-mail Address:
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COURSE	CODE	SECTION	Instructor's Name
(Example) Psychology	(Example) 1000	(Example) 570	

Date of Quiz/Test/Exam	Exam Start Time	Regular Length of Exam	Location in which Class is Writing the Exam
1.			
2.			
3.			
4.			
5.			

If you are handing in a late request, please provide an explanation in the space provided below.

## Requirements to write exams with Examination Services:

[https://ssl.sdc.uwo.ca/students/login\\_ssd.html](https://ssl.sdc.uwo.ca/students/login_ssd.html)

Please review the requirements. By signing this form, you acknowledge, and agree to the information contained at the above website.

## Explanation for Late Request:


- ❖ It is your responsibility to check your exam start time and location by selecting the Exam Schedule Login Page link at [https://ssl.sdc.uwo.ca/students/login\\_ssd](https://ssl.sdc.uwo.ca/students/login_ssd). User Name: UWO email user name Password: UWO email password.
- ❖ Complete one Exam Request Form for each course. You may also complete this form online by following this link: [https://ssl.sdc.uwo.ca/students/login\\_ssd](https://ssl.sdc.uwo.ca/students/login_ssd).
- ❖ Submitting a late exam request form **DOES NOT** guarantee you will be using our service. Check your UWO email for a response within 5 business days.

Student Signature \_\_\_\_\_ Date: \_\_\_\_\_

If you require assistance, please contact SSD-King's at (519) 433-0041 #4568 or email [ssdkings@uwo.ca](mailto:ssdkings@uwo.ca)

Submit completed forms to: Wemple, Room W160.