



Testing Center

Fall 2024 Academic Testing Hours of Operation

Academic Testing Only (Placement Testing Hours are listed at the bottom of the 2 nd /back page)		
	OPEN	CLOSE
Monday through Thursday	8:30 am	7:00 pm
Friday	8:30 am	4:00 pm
Saturday <i>Closed 8/31 11/30, & 12/21</i>	9:00 am	3:00 pm

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

Center CLOSED on these dates

Sat., Aug. 31 - Mon., Sept. 2 (Labor Day Weekend)
 Tuesday, Oct. 15 (College Enrichment Day)
 Wed., Nov. 27 - Sunday, Dec. 1 (Thanksgiving)
 Saturday, Dec. 21 - Sunday, Jan 5 (Winter Break)

Center Closes Early on these dates

Thursday, Oct. 3 - Close at 12 Noon
 Thursday, Nov. 7 - Close at 12 Noon
 Thursday, Dec. 19 - Close at 12 Noon

Center Opens Late on these dates

Friday, Sept. 20 - Open Late at 10:00 am
 Friday, October 4 - Open Late at 12 Noon
 Friday, December 6 - Open Late at 12 Noon

PGCC Student ID's are REQUIRED

Students taking academic tests (any test related to a course in which a student is currently 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.

- Students are only allowed to have the following items at their testing stations: photo ID, pen/pencil, Testing Center 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 Center staff determines to be a security risk or potentially disruptive or distracting will not be allowed.
- Cell phones and all communication devices may only be used for Multi-Factor Authentication and must be secured in a locker immediately after authentication. Possession of these devices (or any other electronic and/or recording devices) at any other time is a violation of academic integrity and is prohibited.
- Communication with other students while testing is a violation of academic integrity and is prohibited.
- Copying, retaining, or distributing examination materials is a violation of academic integrity and is prohibited.
- Unauthorized use of computers, notes, books, or other study aids is a violation of academic integrity and is prohibited.
- Once testing has begun, students cannot leave the Center until their test is submitted to the Testing Center staff. Once submitted (or abandoned by unauthorized departure), a test cannot be resumed. The Center does not have restrooms. Restroom breaks are not permitted.
- Disruptive behavior may result in permanent expulsion from the Center. Food, drink, etc. are prohibited.
- No children, family members, or friends are allowed in the testing center. No childcare is provided at the Center.
- Disability accommodations must be requested through and approved by the Disability Support Services Office in advance.
- Students in the Testing Center are subject to strict proctoring and observation at all times.

Testing Center - Academic Testing Service Hours Fall 2024

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

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

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

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

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

Placement Testing & Other Services No Saturday Placement Testing during the months of September, October, November, or December	Walk-in Hours	OPEN	Must Begin By:	Must Finish By:
	Monday through Thursday	8:30 am	6:00 pm	7:30 pm
	Friday	8:30 am	2:00 pm	4:00 pm