



Testing Services

Email: testing.services@keyano.ca

Phone: 780-791-4838

Fax: 780-792-2696

Exam Invigilation Consent form

Student information (to be completed by the student)

| | | |
|----------------------------------|------------------------------|----------------|
| Last Name | First Name | Phone # |
| Student Mailing Address | | |
| City/Town | Province/Country | Postal Code |
| Email address: | * Payment Confirmation Fee # | * Student ID # |
| Anticipated date of writing exam | Course/ Exam name | |

* Payment Confirmation Fee # is obtained from the Office of the Registrar at the time of registration

Keyano College will release exam only to Institutions. Preferred invigilators are

- Testing Centers in educational institutions
- Professional personnel at an accredited School , college technical institute or university
- Library

The invigilator must not be a relative, friend or a co-worker.

Invigilator & Institution Information (to be completed by the invigilator)

| | | |
|---|------------------|----------------|
| Last Name | First Name | Position Title |
| Name of Institution where exam will be written | | |
| Institution Mailing Address | | |
| City/Town | Province/Country | Postal Code |
| Email address: | Phone # | Fax # |
| I have read and I understand the proctor instructions for administering the exam as given in the back of the page. I will accept full responsibility to ensure that this exam is administered properly according to the exact procedures and timings as outlined in the accompanying Exam Instructions. | | |
| Invigilator's Signature: | | Date : |

Please send the completed form to testing.services@keyano.ca along with a copy of the Business Card of the invigilator or Institution

The personal information listed on this form was collected under the authority of the Colleges Act of Alberta, which mandates the provision of programs and services by public colleges, as well as under the authority of Sections 33 (a) of the Alberta Freedom of Information and Protection of Privacy Act (FOIP). This personal information is protected by the provisions of the FOIP Act. If you have any questions about the collection/distribution or use of this information, please contact: Keyano College, 8115 Franklin Avenue, Fort McMurray, Alberta, T9H 2H7, (780) 791-4853 or foip@keyano.ca.

Information about Power Engineering exam

Materials needed on the test date:

Computer with internet access and Mozilla Firefox

Webpage: <http://ilearn.keyano.ca>

The following items are allowed during the exam

- Non-programmable scientific calculator
- Steam table book/formula book
- ASME Extract, CSA B51 and 52 Extract
- Regulations for the Safety Codes Act of Alberta
- Pens, pencils and drawing instruments
- Scrap paper to be collected and shred

No dictionaries or any electronic devices allowed. There can be no markings and notes in the code books and formula books.

The invigilator will email testing.services@keyano.ca with request for the exam password and documentation, **two days prior to the exam date.**

Please note:

- **Any costs associated with the testing, including invigilation fees, are the responsibility of the student.**
- **The exam can be released only if the test taker meets the eligibility requirements, and confirmed by our Power Engineering Department.**