



Suncoast Technical College
TEST TAKER GUIDELINES
www.suncoast.edu

TO THE TEST TAKER

A valid government-issued photo identification is required to test.

Acceptable primary identifications include a current school year student identification, a permit/driver's license, a passport, or/and military identification. Certain exams may require secondary identifications. No one will be allowed to test without proper identification.

IT IS PROHIBITED TO:

- » Bring any electronic devices, backpacks, personal belongings, watches, certain jewelries, food or drink into the test lab. A small secured locker is available to store your personal items.
- » Distract, talk or assist another test taker, during the test session. Talking is not permitted in the test lab during testing.
- » Use a calculator; bring notes or books to the test lab, unless it is provided by the Test Administrator.
- » Remove scratch paper or any exam materials from the Test Center. You may not leave with any notes or any portion of the exam.
- » Tamper with the operation of the computers or attempt to use the computer for any function other than taking the test. This will be viewed as a **security violation**.
- » Access personal items or leave the test lab during testing.

IF YOU ENGAGE IN ANY OF THESE BEHAVIORS, YOU WILL BE REQUESTED TO LEAVE THE TESTING ROOM AND YOUR TEST WILL BE MARKED NULL AND VOIDED.

Equity Procedures for Employees/Applicants/Students

Sarasota County Schools offers multiple career and technical programs wherein students may earn industry certification. The district prohibits discrimination in the terms and conditions of employment, and in access to educational programs and activities, and prohibits harassment of any individual or group on the basis of race, color, national origin, religion, sex, age, disability, marital status, sexual orientation or genetic information (and other protected classes included in the district's nondiscrimination policies). Lack of English language skills will not be a barrier to admission and participation. The district may assess each student's ability to benefit from specific programs through placement tests and counseling, and, if necessary, will provide services or referrals to better prepare students for successful participation. Any person who believes he or she has experienced any such prohibited discrimination may file a complaint with the district Equity Coordinator by calling (941) 927-9000, or by writing to 1960 Landings Blvd., Sarasota, FL 34231.