

## Tell us your proctoring needs

- E-mail us at [eac-testingcenter@valenciacollege.edu](mailto:eac-testingcenter@valenciacollege.edu)
- Call us at 407.582.2428

## If you choose us...

- Submit a contact information sheet so we can create your file and inform you when exams are in.
- Provide your instructor or Testing Department with our site information. **\*All exams must be submitted directly from faculty or testing divisions.**

## Our Site Information:

Valencia College - **East Campus**  
**Testing Center, Building 4, Room 124**  
Interoffice Mail Code: 3 - 18  
701 N. Econlochatchee Trail  
Orlando, FL 32825

**Primary E-mail:** [eac-testingcenter@valenciacollege.edu](mailto:eac-testingcenter@valenciacollege.edu)  
**Office Phone:** 407.582.2428  
**Office Fax:** 407.582.8916

**Our Full Time Proctors:** Betty Blackburn, Chi Nguyen, Luisa Rincon

**Our Fee - \$25** for each exam.

- As the student, you are responsible for all proctoring fees unless your college/school/business pays them for you.
- All fees are to be paid at our Business Office located in building 5, room 214. To check their current hours dial 407.582.2225 or 407.582.2387.
  - Pick up your fee slip at the testing center
  - Go to the Business office and pay your fee

## Testing

- When you are ready to test
  - Check our hours
  - Provide us with your receipt
  - We'll administer your exam!

## Need more information?

- Contact: Alison M. Langevin - Testing Center Supervisor
  - Ph: 407.582.2484; E-Mail: [alangevin@valenciacollege.edu](mailto:alangevin@valenciacollege.edu)