



BOB SCHIEFFER
COLLEGE *of* COMMUNICATION

College of Communication Testing Center Guidelines, Fall 2019

The testing center will be available Monday, September 9, 2019 through Friday, December 20, 2019; *with the exception of school holidays.*

The testing center will be hosted in the Dean's Conference Room, MOUS 207A. The testing center hours will be:

Mondays 12:00 PM – 4:00 PM

Tuesdays 12:00 PM – 4:00 PM

Wednesdays 9:00 AM – 1:00 PM

Thursdays 9:00 AM – 1:00 PM

Fridays 9:30 AM – 1:30 PM

Testing center reservations should now be submitted through the [Bob Schieffer College of Communication Testing Center](#) at least 72 business hours in advance of the requested appointment time.

All tests should be brought to the Dean's Office in a sealed envelope, our office will not provide them, no less than 24 business hours in advance of the reservation. Tests should be picked up by 5:00 PM the day following the appointment unless other arrangements have been made with the Dean's Office.

Extended hours for midterms (weeks 6 & 8), study days (December 12 & 13), and Final Exam Week (December 16-20) will be available as those dates approach.

If you have any questions, please contact Maeghan Bush at m.e.bush@tcu.edu or 817-257-5918.