

History Faculty/Staff/TA's: The History Department make-up exam sessions of the Spring 2020 semester will be held every **Friday** from **2:00 to 5:00 pm, in PAR 206**. We are pleased to have the same proctor as last semester, history graduate student Alex Garza. The last make-up exam will be held on **Friday, May 8**.

Please bring the make-up exams ahead of time to the history front desk, GAR 1.104, with the following information:

1. Student's name
2. Professor's name
3. Course number, e.g. HIS 350L
4. The amount of time the student has to complete the exam.

The make-up exam may also be emailed to eilis.keely@austin.utexas.edu or kyle.walker@austin.utexas.edu.

Please instruct the student ahead of time to bring the following to the test taking room, PAR 206, when arriving at 2:00 pm to take the exam:

1. U.T. photo I.D. card (cannot take exam without one!)
2. Blue book
3. Pen or pencil
4. A watch or other timepiece (not an i-Phone).

At the end of the make-up exam session, the completed tests and blue books will be placed in the faculty or TA's mail boxes.

Please let us know if you have any questions or concerns.