



OUTREACH AND CONTINUING EDUCATION
OFFICE OF PRE-COLLEGE PROGRAMS
THE UNIVERSITY OF MISSISSIPPI HIGH SCHOOL

Proctor/Supervisor Verification Form

The proctor/supervisor maintains and administers all test materials for the course(s) and completes activities as required.

A relative of the student may be approved as the student’s proctor/supervisor ONLY under extreme circumstances. In such a situation, a request for approval and an explanation of the circumstances must accompany this request.

Please note: Examinations will only be made available to the student at the request (via email) of the student’s pre-approved proctor. To ensure that the exam is available at the time the proctor and student have agreed upon, the request to unlock the exam MUST be made during business hours at least **two days** prior to the exam appointment. **Please email all exam availability requests to umhs@olemiss.edu.**

UMHS Student Name _____

Proctor/Supervisor Name _____

Relationship to Student _____

Proctor Address _____

Proctor Telephone _____ Fax _____

Proctor Professional-Affiliated Email Address _____

If you do not have a professional-affiliated email address, please contact our office.

Proctor Title/Position _____

Proctor Employer _____

By my signature below, I give permission for UMHS to verify my credentials.

Employer Address _____

Employer Telephone Number _____

By signing and returning this form, proctor agrees to the testing restrictions set forth in the course syllabus and agrees to uphold the ethical, intellectual standards of The University of Mississippi High School. Any violation of this protocol can result in a student’s failure from the class.

Signature of Proctor

Date

Mail, Fax, or Email to:

University of Mississippi High School
1111 W. Jackson Ave, PO Box 1848, University, MS 39677-1848
Office: (662) 915-1296 FAX: (662) 915-5138 Email: umhs@olemiss.edu

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