



## TEST-PROCTORING PAYMENT FORM FOR NON-MnSCU STUDENTS

*Payments must be submitted to local campus Business Office same day wherever possible, or next day if office is closed during proctoring session*

DATE & TIME	STUDENT NAME	SCHOOL	SUBJECT	TIME BLOCK (2 or 4 hour)	FEE 2 hr = \$20 4 hr = \$50	PAYMENT TYPE <span style="background-color: yellow;">(cash or check)</span>
<b>Total Fees</b>						

\_\_\_\_\_

Employee Signature

\_\_\_\_\_

Date

\*\*\*\*\*

### *(Reconciliation of Monies Collected)*

**Business Office Use Only**

2 hour block = \$20    # of students \_\_\_\_\_

4 hour block = \$50    # of students \_\_\_\_\_

TOTAL FUNDS \_\_\_\_\_

*(must match box to the right)*

Cash \_\_\_\_\_

Checks \_\_\_\_\_

TOTAL FUNDS \_\_\_\_\_

*(must match box to the left)*

TRANSACTION # \_\_\_\_\_    DATE \_\_\_\_\_    ENTERED BY \_\_\_\_\_    Cost center 109990 \*\* Object code 9199