# 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.

<table>
<thead>
<tr>
<th>DATE &amp; TIME</th>
<th>STUDENT NAME</th>
<th>SCHOOL</th>
<th>SUBJECT</th>
<th>TIME BLOCK (2 or 4 hour)</th>
<th>FEE</th>
<th>PAYMENT TYPE (cash or check)</th>
<th>TOTAL FEES</th>
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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

Rev 7/8/15