

**Applications are due by 5:00 p.m. on Friday September 11, 2009.  
Interviews will be held on Tuesday September 15, 2009 with a proctor  
training on Thursday September 17, 2009 for those selected to work.**

**You can mail your application to:**

**Measurement and Research Services  
4239 TAMU  
College Station, Texas 77843-4239**

**You can fax your application to:**

**979-847-8666  
Attention Emma Patrick**

**Texas A&M University  
Measurement & Research Services  
2009-2010 Test Proctor Application Form**

Name \_\_\_\_\_  
Last First Middle

Home Address \_\_\_\_\_  
Number/Street Name/PO Box  
\_\_\_\_\_  
City State Zip Code

Phone (work) \_\_\_\_\_ (home) \_\_\_\_\_  
(cell/pager) \_\_\_\_\_ can you be contacted at work? \_\_\_yes \_\_\_no  
what is the best number to reach you at? \_\_\_\_\_

E-mail \_\_\_\_\_  
(Is this a reliable way to contact you? \_\_\_yes \_\_\_no)

\*Social Security Number \_\_\_\_\_

Please indicate which tests you would be interested in working:

- SAT     LSAT     TExES     PCAT     TOEFL  
 THEA     ELPE+     ACT     FE     GRE Subject

*Please complete the following if this is your first time to complete a test worker application:  
Additionally, please submit a resume within 1 week of today's date.*

Referred by: \_\_\_\_\_

Testing Experience: \_\_\_\_\_

References (These individuals may be called)

| Name  | Address | Phone |
|-------|---------|-------|
| _____ | _____   | _____ |
| _____ | _____   | _____ |
| _____ | _____   | _____ |

\*for office use only

*please turnover*

Please answer the following:

1. Are you currently a college student?  
 No       Yes      If yes, what is your classification and major \_\_\_\_\_  
If no, do you plan to attend or enroll in the next year? \_\_\_\_\_
2. Are you an international student?  
 No       Yes
3. When are you available to give tests? *(please check all that apply)*  
 Saturday     Monday- Friday (8 am to 5pm)     Monday- Friday (after 5pm)
4. If not selected to work a specific test date, are you willing to serve as a stand-by?  
 No       Yes      If yes, how late/early may I call you?  
 Friday before 5pm       Friday after 5pm  
 Saturday morning
5. Do you feel comfortable standing in front of a group giving instructions?  
 No       Yes
6. Which position(s) would you feel most comfortable serving in?  
 Proctor       Room Supervisor
7. Do you feel comfortable reading from a script exactly as it is written?  
 No       Yes
8. Do you feel comfortable enforcing policies and admission requirements issued by the testing companies?  
 No       Yes
9. Are there any tests and/or certification exams that you may need to take in the next year?  
 No       Yes      If yes, which tests/exams? \_\_\_\_\_

By signing below, I understand that simply filling out an application does not guarantee me employment by any testing company and/or MARS. I understand that I will be paid honorariums by an external testing company which may require additional paperwork and employment documentation (e.g. W-4 and I-9 forms). I also understand that it is my responsibility to notify the Testing Services Administrator if I plan to take any exam in the next year, whether I've worked as a proctor for that exam or not, or if I have any relatives who will be testing at the same testing site that I will be working.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date