

Merced County Academic Pentathlon Scrimmage Proctor Release Form

Name of District and School: _____

Schools included (if District Scrimmage): _____

Coach or Main Contact Name and Email: _____

Proctor Name: _____

Proctor's Position/Title held: _____

Contact Information:

Phone Number: _____

*Secure Email Address: _____

**Tests will be sent to this address and must be received by no one other than the Proctor.*

Location of Testing: _____

(School Site Name, Room #, Library, etc.)

Date and Time of Testing: _____

The signature below indicates acknowledgment of the following:

- The Proctor is NOT the Academic Pentathlon Coach.
- The Scrimmage Tests are confidential testing documents.
- After the Proctor receives the tests, secure copies need to be reproduced for each participating team member (Alternates can be included).
- The Scrimmage Test must be completed by **Friday, March 8, 2019**.
- Proctor must supervise the taking of the tests.
- The Proctor must correct the tests and inform the coach of the results.
- After the students and coaches have reviewed the results, it is the responsibility of the proctor to discard and destroy the tests and answer sheets. No copies of these tests or answer sheets can be given to anyone—coaches, students or administrators—to keep. Immediately after the tests have been taken, scored, and reviewed, you are to destroy/discard the tests in such a manner that they cannot be retrieved

Signature of Essay Proctor: _____

Printed Name: _____

***Please submit this Form in order to receive scrimmage tests and answer keys (scantrons are not provided).
Submit to Stacie Arancibia • Events and Community Engagement • sarancibia@mcoe.org.
For questions or issues please call 209-381-5910 or 209-381-6608.***