

Examination Incident Report

Complete this document in its entirety to report any irregularities you experienced during the administration of the examination. You have five days from the time of the examination to submit this document. If it is submitted after five days, you will not be able to appeal your examination score results. Submit this document by emailing it to cpce@cce-global.org.

EXAMINATION DETAILS

Examination: _____ Date: _____ Site: Web Based Version

Please identify the reason for the report and include a description of what took place, who was involved, where, what time, how the issue was addressed, etc.

Description of Irregularity (Please select the reason for your submission below.)

Specific complaint regarding lack of special examination accommodation

Physical environment (electrical outage, Internet disruption, etc.)

Administration error (improper test instruction, improper timekeeping, etc.)

Other:

Please use the space below to describe in detail the irregularities that took place during the examination.

TO BE COMPLETED BY EXAMINEE

Name: _____ Email: _____ Telephone: _____

My signature below is verification that I experienced the events described in this document.

Examinee Signature: _____ University: _____ Date: _____