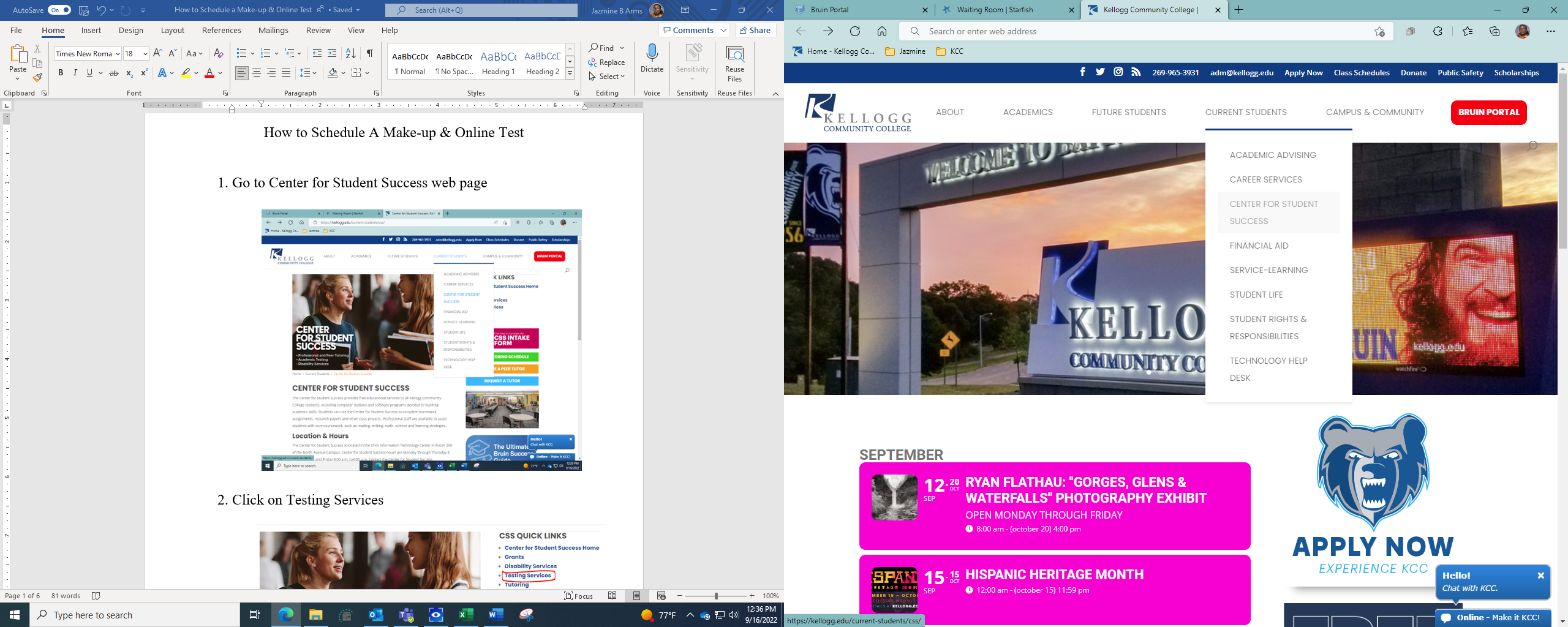
How to Schedule A Make-up & Online Test

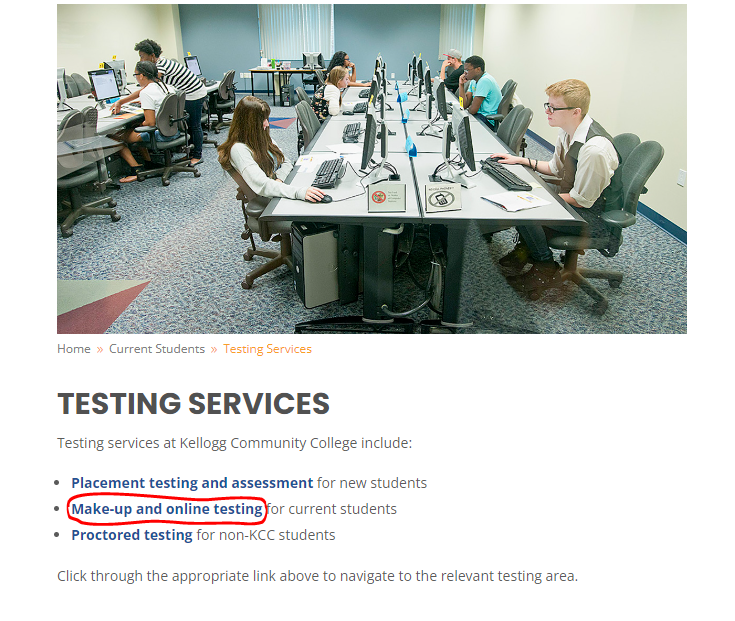
1. Select “Center for Student Success” from the “Current Student” drop-down menu on the KCC homepage



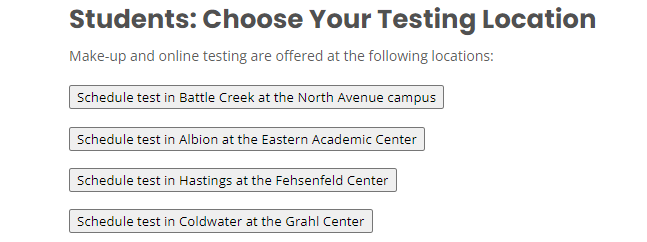
1. Click on Testing Services



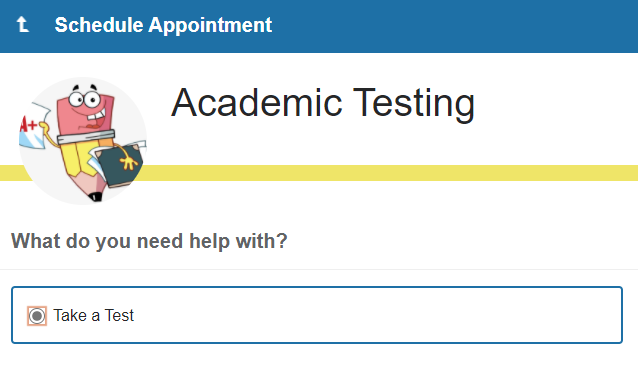
1. Click on Make-Up and online testing



1. Choose your Testing Location

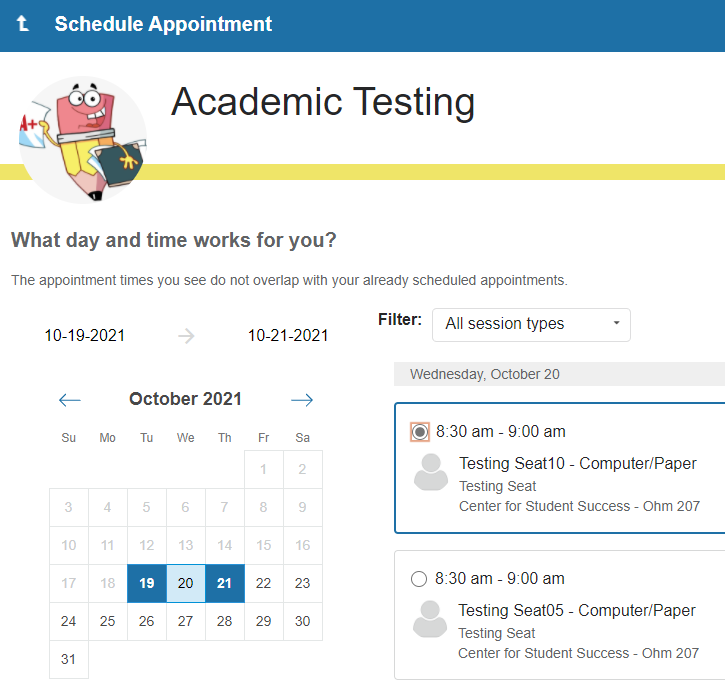


1. Select Take a Test



Select Continue

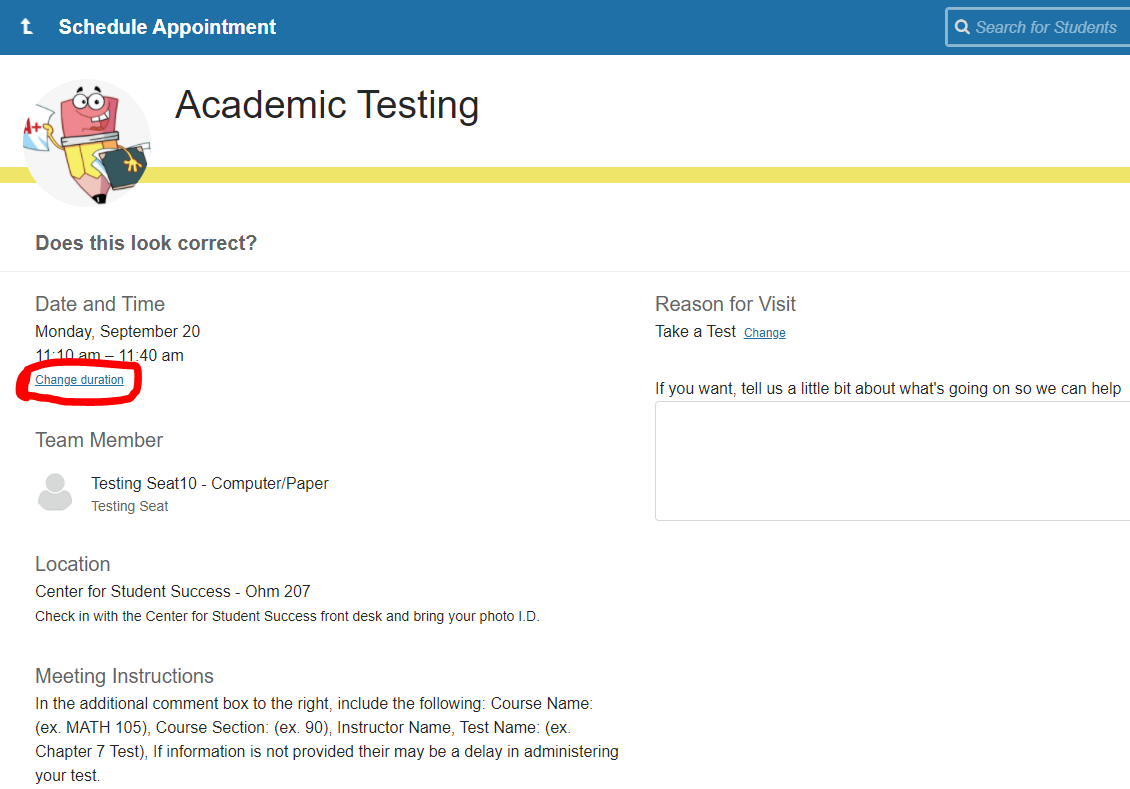
1. Select your appointment Date and Time



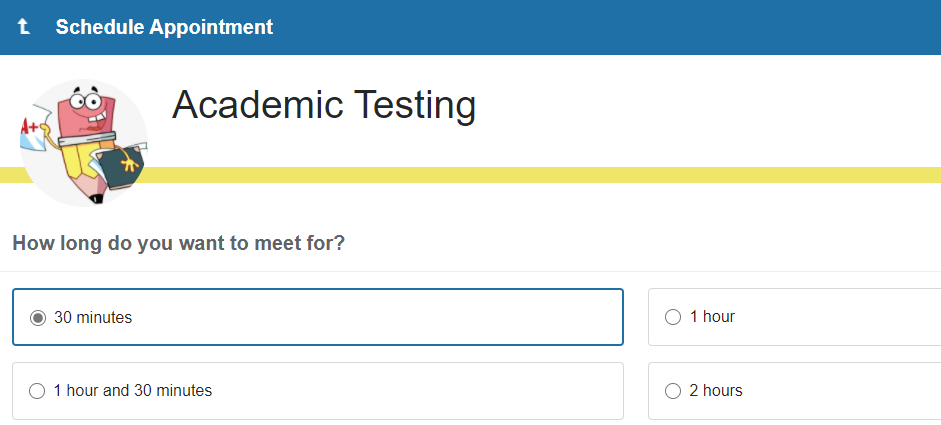
Select Continue

1. Testing duration

* Select Change Duration

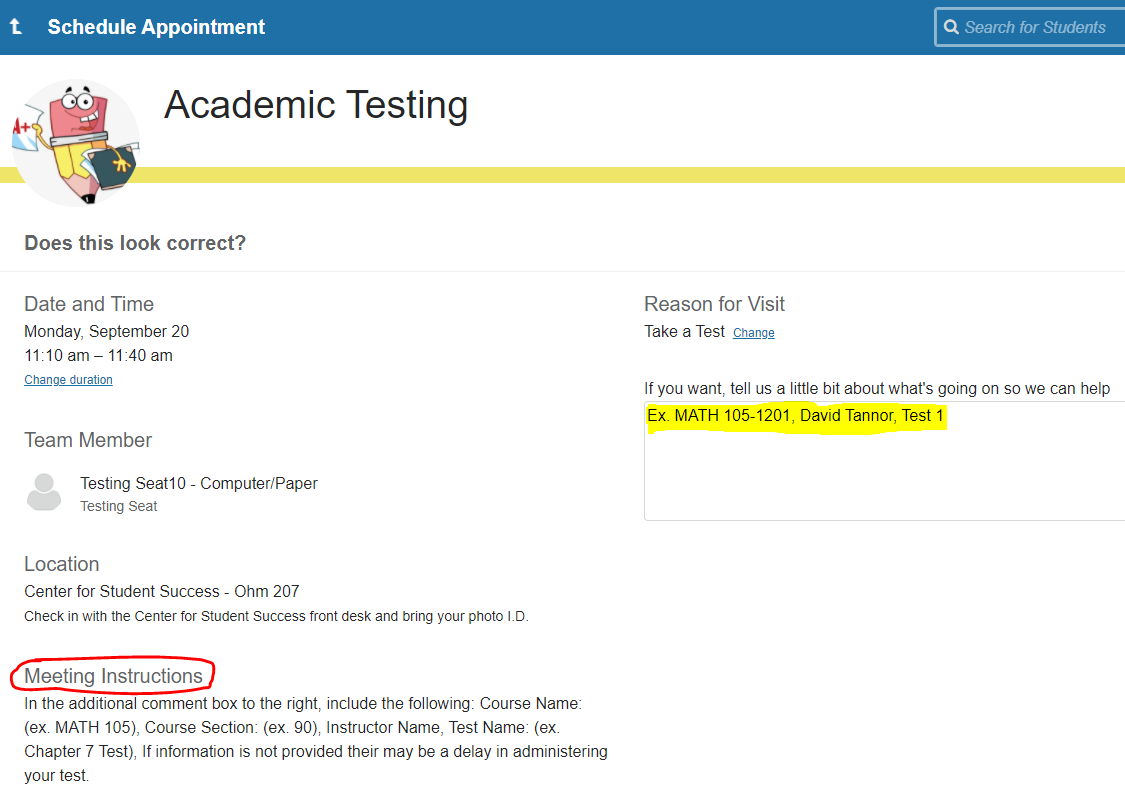


* Select appropriate time length



1. Meeting Instructions

* Additional information box
* ADD: Course Name, Section Number, Instructor Name, & Test Name





Select Confirm