To schedule your test, please contact

FCTC Testing Coordinator at

(904) 547-3390 or Testing@FCTC.edu

Office hours: 8:00 AM -3:00 PM

Please leave a message and your call will be returned as soon as possible.

24-hour notice is required for all appointments

When emailing, please include the following information.

- First and last name
- Test you would like to take.
- Date and time you would like to test (subject to availability)
- Phone number
- If you have any accommodations, you plan to use for testing, please indicate this in your email. You do not need to specify what accommodations you have.

When leaving a message, please include the following information.

- First and last Name
- Test you would like to take.
- Phone number

Please remember to leave a message and speak clearly or we will be unable to return your call.

Please Note

- Refer to monthly test calendar for available times.
- Students must bring a **VALID, government issued ID** with them to test.
- Students who arrive more than 15 minutes past their start time **may not be allowed to test**.

Please request any accommodations at the time of scheduling to ensure they are available to you during your test.