

# Diploma Exam Field Test Request Form



**NOTE:** Prior to submitting this field test request:

- Read the **current** *Field Test Request Guide*, located at: <http://education.alberta.ca/admin/testing/forms.aspx>
- Teachers must have an Alberta Education account and be approved by their school principal to request field tests

<p><b>Diploma Field Request Deadline: Session 1</b></p> <p>Unit Test – digital only – 5 business day prior to the preferred field test administration date</p> <p>Year End Test – digital – 5 business day prior to the preferred field test administration date</p> <p>Year End Tests – Paper and hybrid – October 31, 2016</p>	<p><b>Diploma Field Test Request Deadline: Session 2</b></p> <p>Unit Test – digital only – 5 business day prior to the preferred field test administration date</p> <p>Year End Test – digital – 5 business day prior to the preferred field test administration date</p> <p>Year End Tests – Paper and hybrid – April 15, 2017</p>
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## School Information:

School Name	School Code	School Location (City or Town Name)
Teacher Name		
Phone Number		
Teacher Email Address		

## Field Tests Requested:

Diploma Course Field test name	Format	Time Limit	Preferred Field Test Date	Class To Be Tested (Class Name or ID #)	# of Students In Class	Teacher Name	Class Start Time	Class Finish Time
<b>Example</b>								
<i>Science 30 Unit A</i>	<i>Digital</i>	<i>50</i>	<i>January 8</i>	<i>12D</i>	<i>25</i>	<i>Patricia Smith</i>	<i>10:20</i>	<i>11:20</i>
<i>Biology 30 Year-End</i>	<i>Hybrid</i>	<i>50</i>	<i>January 8</i>	<i>12D</i>	<i>25</i>	<i>Patricia Smith</i>	<i>10:20</i>	<i>11:20</i>

Please return this form by email to [field.test@gov.ab.ca](mailto:field.test@gov.ab.ca) using the **subject line** *Paper Field Test Request: Your School Code, Your School Name* (e.g., Paper Field Test Request: 9999, Ben Hur High School)