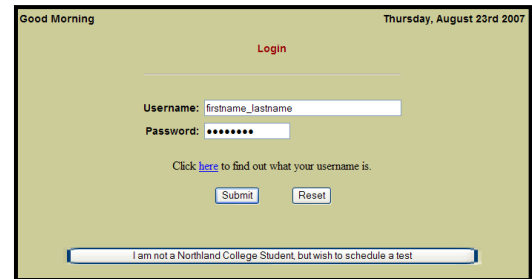


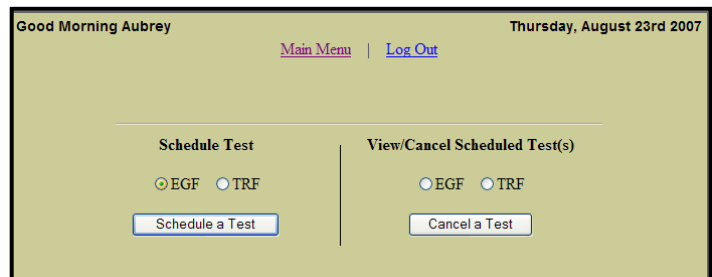
# NCTC Students – How to Schedule a Proctored Exam Online

<https://www.northlandcollege.edu/ProctorTests/>

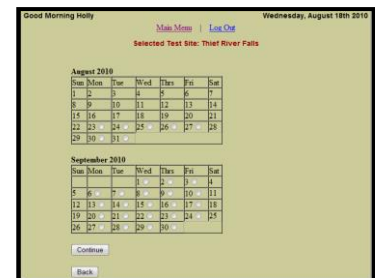
1. Navigate to  
<https://www.northlandcollege.edu/ProctorTests/>
2. Type your Username and Password
  - Use StarID & StarID Password
3. Click the Submit button



4. Select the campus where you will be testing
5. Click “Schedule a Test”



6. On the next screen, select the date you want to take your exam
7. Click “Continue”



8. Next, select the time and duration of your exam
  9. Type in your phone number
  10. Select your instructor, and add the course name and test number in the “Additional Information” area.
- If you were successful, you will get a confirmation page. Make sure to click the SAVE button on that page.
  - This confirmation information will also be e-mailed to your student e-mail account.

