

PROCTOR SUPPORT FORM

(For use of this form, see USMEPCOM Reg 601-4)

SECTION I - SCHOOL INFORMATION (to be completed by TC)

1. From _____ MEPS Testing Section Attention: Test Coordinator Office Telephone Number _____ Fax Telephone Number _____	5. High School Information a. School Name: _____ b. School Address: _____ c. School POC: _____ d. POC Telephone Number: _____ 6. Test Session Information: a. Date and Time for Test: _____ b. Time Proctors must report to test location: _____ c. Expected Number of Students: _____ d. Required Number of Proctors: _____
2. Responsible Service:	
3. Responsible Recruiter:	
4. Recruiter's Telephone Number: (office/cellular)	

Recruiter Instructions:

NOTE: a. All proctors must arrive at the school not later than **30** minutes prior to the test start time.

b. **One** proctor is required for every **forty** students scheduled to take the ASVAB.

SECTION II - RECRUITER ASSIGNMENT (to be completed by responsible service)

7. Proctor Information			
a. Name	b. Rank	c. Service	d. Contact Numbers (Office/cellular) Confirmation Via/Date

8. Responsible Recruiter Certification	
a. I certify that I have coordinated with all of the proctors listed on this form to insure proper support for this test session:	
b. Responsible Recruiter's Signature	c. Date

9. Remarks
