Login to AIM and click 'Alternative Testing' on the left side.
HOW TO REVIEW YOUR EXAM REQUEST IN AIM

YOU CAN DOUBLE-CHECK TO SEE THAT ALL THE INFORMATION FOR ANY UPCOMING EXAM REQUESTS ARE CORRECT; DATE, TIME, REQUESTED ACCOMMODATIONS, ETC

You can also see the Status of an exam request, either "Approved" or "Processing". This is also where you'll find your testing location, which will be updated by the morning of your exam. Please double check this before leaving for your exam as we have multiple testing locations on campus.

additonal questions?
email cards@barnard.edu
REVIEWING YOUR ALTERNATIVE TESTING CONTRACT IN AIM

YOU CAN ALSO NAVIGATE TO THE 'SELECT CLASS" DROPDOWN MENU

CHOOSE A CLASS, AND CLICK THE "VIEW ALTERNATIVE TESTING CONTRACT" BUTTON

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REVIEWING YOUR ALTERNATIVE TESTING CONTRACT IN AIM

HERE YOU CAN SEE ALL OF THE PROCTORING INSTRUCTIONS YOUR PROFESSOR HAS SHARED WITH US. IF ANYTHING DIFFERS FROM WHAT YOUR PROFESSOR HAS SHARED IN CLASS, EMAIL THE PROFESSOR AND COPY CARDS@BARNARD.EDU TO CONFIRM WHAT IS AND WHAT IS NOT ALLOWED DURING YOUR EXAM.
REVIEWING YOUR ALTERNATIVE TESTING CONTRACT IN AIM

You can also double-check how much time your professor has allotted for each exam type (final, midterm, quiz, etc). This is how AIM will calculate your extended time so make sure that it's accurate with what your professor has shared in class. If your professor did not enter a final exam time and you know you have an in-person, timed final exam, email the professor and copy cards@barnard.edu to confirm that final exam time since you won't be able to schedule your final without that information.

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