



# EXAMITY

The Testing Center has partnered with **EXAMITY** to meet students' testing needs. **EXAMITY** is a **24/7 proctoring service** that allows UT Dallas students to test from anywhere in the world. To learn more about this service, please reach out to the Distance Learning Testing Center Specialist at [tcdl@utdallas.edu](mailto:tcdl@utdallas.edu).

## Faculty Steps to Get Started with EXAMITY

**Step 1:** Retrieve **EXAMITY Faculty Request Form** from the Testing Center's website at <https://ets.utdallas.edu/testing-center/faculty/>.

**Step 2:** Complete the **EXAMITY Faculty Request Form** and email to [tcdl@utdallas.edu](mailto:tcdl@utdallas.edu).

**Step 3:** UT Dallas Testing Center will approve **EXAMITY Faculty Request Form** within 2 business days.

**Step 4:** **EXAMITY** will contact faculty to gather information needed to set up the exam. Please allow 2-3 business days.

**Please note all communications regarding the details of the exam will be handled solely through EXAMITY. We encourage faculty to submit request at least 2-3 weeks prior to the exam date.**

## Student's Steps to Access EXAMITY

**Step 1:** Students click on EXAMITY tool in Blackboard.

**Step 2:** Students are brought to their permission-based EXAMITY student dashboard.

**Step 3:** Students create their EXAMITY profile/register.

**Step 4:** Students schedule for their exam appointment within the window set by the instructor.

**Step 5:** Students are immediately brought to a secure payment page where they can pay after they select their desired day and time within the exam window. EXAMITY accepts all major credit and debit cards.

**Step 6:** Students receive an email confirmation of their appointment details.

**Step 7:** Students take the exam on the scheduled exam date.

**Step 8:** Faculty receives exam results.