Final Exam Testing Appointments
Schedule to take your exam at the Student Success Center through Tutor Trac

Important Information

- **Final Exam testing appointments can be scheduled for 1 hour to 4 hours.**
  Choose the time that matches your exam's required testing time.

- **Seats 14–16 are reserved for students who need a computer** to complete their final exam.

How to Schedule in Tutor Trac

1. Go to your Tutor Trac dashboard
Click **"Schedule an Appointment."**
Under **"Select a Center,"** choose **Final Exam Testing Center**.

2. Choose your course
Under **"Choose a Subject,"** select your course.
Under **"Choose a Reason,"** select **Final Exam**.

3. Pick your appointment
A popup will show all available appointments for **12/09–12/13**.

- ✓ **Select your preferred day/time.**
- ✓ **Choose an available Testing Center seat for that time.**

4. Confirm your details
In the pop-window that appears, **select the appointment duration for your testing (you can choose to schedule from 1 hour- 4 hours)**. Double-check your appointment day/time, then click **"Save."**

You will receive a confirmation email once you have completed scheduling.

Need Help?

Contact the Student Success Center at 313-993-1143 | ssc@udmercy.edu.