**Alberta**

**University of Alberta - refers students to Kings University**

Courtney Radatz

9125 50th Street, Edmonton, Alberta

T6B 2H3

courtney.radatz@kingsu.ca

800-661-8582 & 780-465-8334

Fee: For individual students, based on exam length: If one hour or less - $60, if 1-2 hours - $90, if 2-3 hours - $120. If multiple exams for 1 student or more than 1 student, determined with invigilator.

**University of Calgary**

Komal Kapadia

External Exam Centre

MB 43, 2500 University Drive NW, Calgary, AB T2N 1N4

exam.centre@ucalgary.ca

403.220.6223

Fee: $100 per student per 3 hour exam.
External – Exam Invigilation Test Centres

August 31, 2018

University of Lethbridge

Alyssa DiRocco

University of Lethbridge - Teaching Centre

Office L1126

4401 University Drive, Lethbridge, Alberta, T1K 3M4

exams@uleth.ca

403-317-5064

Fee: In the Testing Centre Lab

(other examinations will be taking place in the same room)

$36.75 per exam

Note: The Testing Centre is closed during reading weeks and the majority of summer months – in this time there are private room bookings only. Please inquire for specific dates.

For hours, policies, and further information on the Testing Centre:

http://www.moodleanswers.com/MA2015/index.php/information/student-resour...

In a private room

$57.75 per hour

Price includes one invigilator, each invigilator after that is $55.00 per hour extra

Groups up to 20

Minimum room booking is 2 hours

*prices do not include 5% GST
British Columbia

Capilano University

Gina Jenkins and Michele Eng.

Birch 267, 2055 Purcell Way, North Vancouver, BC, V7J 3H5

exam.invigilation@capilanou.ca

604-984-1744

Fee: $65 per exam for now, future price to be determine

Simon Fraser University

Vicki Heywood

8888 University Drive, Maggie Benston Centre 3200, Burnaby, BC, V5A 1S6

778-782-4098

vjm3@sfu.ca

Fee: $100.00 (including tax). We accept debit, credit card, or cheque (cash is no longer accepted as of January 1, 2017)
Manitoba

Brandon University

Registrar’s Office, Brandon University

Attn: Val Rodgers

Room 119, McKenzie Building

Brandon University

270 18th Street

Brandon MB, R7A 6A9

rodgers@brandonu.ca

204.727.9735

Fee: $65.00 per exam
**New Brunswick**

**Crandall University**

Jessica Grimes

Stultz Hall (suite 143) 333 Gorge Rd. Moncton, NB E1G 3H9

jessica.grimes@crandallu.ca

506-858-8970

Fee:  $40.00 per exam (proctored).

**Universite de Moncton**

Valmont Cormier Registrar Office

Universite de Moncton, Moncton, NB, E1A 3E9

valmond.cormier@umoncton.ca

506-858-4645

Fee: $25 per hour
University of New Brunswick

Barbara MacInnis, UNB’s College of Extended Learning

College of Extended Learning, 6 Duffie Drive, Fredericton, NB, E3B 5A3

bmacinni@unb.ca

506-458-7614

Fee: $20 per hour

Newfoundland

Memorial University

Claudette Kennedy

Examinations & Transcript Officer

Memorial University of Newfoundland, Office of Registrar, St. John’s, NF, A1C 5S7

claudett@mun.ca

709-864-8267
Nova Scotia

Cape Breton University

Patricia McComb Boone

Data Analysis/Logistics Coordinator

Cape Breton University, PO Box 5300, 1250 Grand Lake Road Sydney, NS B1P 6L2

Patricia_boone@cbu.ca

902-563-1165

902-563-1371

St. Francis Xavier University

Office of the Registrar

2329 Notre Dame Avenue

Antigonish, NS B2G 2W5

(902) 867-2213

Exam invigilation website: http://www2.mystfx.ca/registrarsoffice/exam-invigilation-non-stfx-courses

Can accommodate online exams

Invigilation Fee: $75.00 per 3 hours
St. Mary’s University

Sarah MacLean
c/o Registrar’s Office

923 Robie St., Halifax, NS, B3H 3C3

Sarah.MacLean@smu.ca

902-420-5587

Fee: $60.00 for evenings and weekends

Not charging for week day exams during regular business hours.

Ontario

Academy of Learning College

Rachel D'Souza

401 Main Street East, Hamilton, ON L8N 1J7

exams@hamiltonexamcentre.com

(905) 777-8553 or (905) 388-0555

Fee: starts at $50 (depends on each exam)
Brock University

Attention Christina Zahaj

Scheduling and Examinations Department, Office of the Registrar

Brock University

1812 Brock University, St. Catharines, ON. L2S 3A1

examinations@brocku.ca

905-688-5550 ext. 3436

Fee: $80.00 per exam

Carleton University

Leanne Barber

Carleton University Testing Centre

CUTC

D299 Loeb building

1125 Colonel By Drive, Ottawa, ON, K1S 5B6

613-520-2600 ext. 6677

Fax: (613) 520-3459

Fee: $50.00 per student
George Brown College

160 Kendal Ave, Toronto, ON, Canada, M5R1M3

Room C343-Assessment Centre

416.415.5000 ex 4565

gbctest@georgebrown.ca

Cost $50.00

McMaster University

Joanne Miller and Helen Buac

1280 Main St. West, Gilmour Hall Room 114, Hamilton, Ont. L8S 4L8

exams@mcmaster.ca

905-525-9140 ext. 21179, 24599 or 24453

Fee: $110 per exam up to 3.5 hours in duration. Exams over 3.5 duration are subject to an additional charge.

Niagara College

John-Paul Goldsworthy – Test Centre Coordinator

Niagara-on-the-Lake Campus:

135 Taylor Road, Room W-202
Niagara-on-the-Lake, Ontario L0S 1J0

Tel: 905 641-2252, Ext. 4172

Email: jgoldsworthy@niagaracollege.ca

Website: https://nclibraries.niagaracollege.ca/testcentre/home

Sarah Rawlins - Test Centre Facilitator

Welland Campus:

100 Niagara College Boulevard

Welland, Ontario

Tel: 905-735-2211 ext. 7508

Email: srawlins@niagaracollege.ca

Nipissing University

Patricia Czaikowski

Nipissing University, 100 College Drive, PO Box 5002, North Bay ON P1B 8L7

patricic@nipissingu.ca or exams@nipissingu.ca

705-474-3450 ext. 4520
August 31, 2018

Fee: if students schedule directly and the exam date and time is scheduled during 8:30am to 4:30pm Monday to Friday: $75.00 per student.

If Institution is scheduling the exams the exam fee is $125.00 per 3-hour exam period and up to 20 students per session with additional room change of $125.00 per day.

Students who scheduling exams directly through office and would like to schedule an evening or weekend exam, the exam fee is $125.00 after hours, without room charge.

Queens University (uses St. Lawrence Testing Centre)

Tammy Hall

St. Lawrence College, 2288 Parkedale Ave. Brockville ON K6V 5X3

Thall@sl.on.ca

613-345-0660 x3129

Fee: $75.00 per exam includes up to 3 hours

Ryerson University

Brian Williams, Angela Price

VIC-B-15, Victoria Building, 285 Victoria Street, Toronto, Ont. M5B 2K3

testcentrefaculty@ryerson.ca
Fee: $75 per hour per student (includes service charge for courier)

Seneca College- King Campus

Sandra Masci

13990 Dufferin Street, King City, ON, L7B 1B3 (Room: GH2035 until September 10, GH1185 September 10 onwards)

sandra.masci@senecacollege.ca or testcentre.kg@senecacollege.ca

416-491-5050 ext. 55114

Fee: $100 per exam

Seneca College- Markham Campus

Keith Wilson

8 The Seneca Way, Markham, ON, L3R 5Y1 (Room: 190)

keith.wilson@senecacollege.ca or testcentre.mk@senecacollege.ca

416.491.5050 ext. 77464

Fee: $100 per exam
Seneca College- Newnham Campus

Karen Newman

1750 Finch Avenue East, Toronto, ON, M2J 2X5 (Room: B1050, Building B)

Toronto, ON M2J 2X5

karen.newman@senecacollege.ca or testcentre.nh@senecacollege.ca

416.491.5050 ext. 22741

Fee: $100 per exam

Seneca College- York Campus

Joan Chong

70 The Pond Road, Toronto, On M3J (Room 1195)

Testcentre.sy@senecacollege.ca

416-491-5050 ext.3090

Fee: $100 per exam
External – Exam Invigilation Test Centres

August 31, 2018

St Lawrence College- St. Lawrence Testing Centre Kingston campus

Tammy Hall

St. Lawrence College, 2288 Parkedale Ave. Brockville ON K6V 5X3

Thall@sl.on.ca

613-345-0660 x3129

$75.00 per exam includes up to 3 hours

York University (Glendon College)

Bronte Link Newman

C-102 York Hall,

Glendon College

Bronte39@glendon.yorku.ca

416-487-6715

Fee: $75 pert exam + $25 mailing fee
PEI

UPEI
Michelle Dalton
550 University Avenue, Charlottetown, P.E.I., C1A4P3
mdalton@upei.ca
No Phone
Fee: $80 per student, per exam up to three hours

Quebec

McGill University
Elvie Chiappetta
Exam Office, Enrolment Services
McGill University
3415 McTavish, Room MS 72
Montreal, Quebec H3A 0C8
514.398.2207
Proctor.es@mcgill.ca (only address to contact for proctoring information)
NCJ Educational Services Ltd

Margaret A. Jacobs

4920, boul de Maisonneuve O, Suite 10 Westmount, QC H3Z 1N1

mags@ncj.ca

514-484-3548

Fee: $60/hour

Saskatchewan

University of Regina

Erika Tuza

University of Regina

Registrar's office

Examinations

3737 Wascana Parkway, 210 Ad/Hum bldg.

Regina, SK S4S 0A2

external.exams@uregina.ca

Ph: 306-585-5696

Fee: $60 if less than 3hrs and $75 if 3hrs or more plus room booking (if an institute is booking. $35/ half day and $50 for full day.)
University of Saskatchewan

Attn: Exams Office

University of Saskatchewan

Teaching, Learning and Student Experience

E1 Administration Bldg., 105 Administration Place, Saskatoon,

Saskatchewan S7N 5A2

exams@usask.ca

306-966-6726

Fee: $100 per exam student

Note: Only during 8:30am - 4:30pm (exams are usually at 9am and 1pm)