Virtual College Student Proctored Exam Checklist

If using ProctorU, please note the following:

☐ Login to ProctorU.

☐ Make sure you have a valid U.S. Government Issued ID.
  ■ This includes a driver’s license, passport, Florida State ID, residency card, etc.
  ■ The ID cannot be expired.
  ■ The ID cannot be damaged and must be in good condition.
  ■ MDC IDs are now an acceptable form of ID.

☐ You will have two (2) attempts at the ID Authentication Quiz.
  ■ Must score at least a 50% to proceed into the exam.
  ■ Questions are generated using information pulled from public records.
    o After two failed attempts, ProctorU will notify the Virtual College. You should reach out to your instructor to notify them as well.

☐ Make sure you know your Blackboard username and password before you connect with your proctor.
  ■ Do not use the ‘@mymdc.net’ when logging into Blackboard.

Please note: Exams start at $22. We strongly encourage students to schedule their exams at least 72 hours ahead of the exam window, as additional charges apply for exams scheduled less than 72 hours ahead of time. Exams cannot be completed on weekends.

Students are strongly encouraged to test their hardware and internet connection before an exam to ensure the service will work properly. A stable internet connection, a webcam, and a private testing area is required to use ProctorU. The ProctorU service cannot run on Chromebooks. Use the Test-It-Out Tool to test your equipment for the best ProctorU experience.

For more information, please visit the Getting Started Portal.

Hours of Exam Administration

12:01 a.m. ET on first day of your course’s exam window through

9:30 p.m. ET on the last day of your course’s exam window.

Note: Exams are removed from the registration website after 9:30 p.m. ET on the last day.

ProctorU Contact Info:
1.855.772.8678 or via Live Chat