

# University of Maryland Baltimore Testing Submittal Sheet



All assessments scored by the University of Maryland Baltimore Test Scoring Service will receive a standard set of reports. If you have questions or concerns about the test scoring services provided, please contact your school helpdesk.

## Check List:

Attached:  Test Key  Test Sheets  Inter Office Envelope

School/Program:  Dental  Law  Medicine  MedTech  
 Nursing  Pharmacy  PT  Social Work

Name of Faculty Member: enter faculty name

Your Name (if not faculty member): enter submitter name

Email Results to: enter email addresses (multiple addresses should be separated with commas)

Telephone Extension: enter telephone number

Others Authorized to Pick Up Test/Results: enter individuals authorized to pick up exams

**Note: Test materials should be picked up within 48 hours of submission**

Course Prefix and Course Number (if applicable): enter subject and course number

Course Title: enter course title

Name of Assessment: enter assessment name Date of Assessment: enter assessment date

Total Number of Questions: enter total number of questions

Total Possible Points: enter total points possible

Assessment Type:  Single Response  Multiple Response

Item Scoring:  1 Point Per Item  Points Per Item ( enter #)  Other (please complete pg 2)

## Results Sent By Email

### For Official Use Only

Received by Initial: \_\_\_\_\_ Time: \_\_\_\_\_

Scored by: Initial: \_\_\_\_\_

Returned by: Initial: \_\_\_\_\_ Time: \_\_\_\_\_

Comments:

Special Item Scoring Instructions For the UMB Test Scoring Center:

**Total Possible Points:** enter total points possible

1.			
2.	41.	81.	121.
3.	42.	82.	122.
4.	43.	83.	123.
5.	44.	84.	124.
6.	45.	85.	125.
7.	46.	86.	126.
8.	47.	87.	127.
9.	48.	88.	128.
10.	49.	89.	129.
	50.	90.	130.
11.			
12.	51.	91.	131.
13.	52.	92.	132.
14.	53.	93.	133.
15.	54.	94.	134.
16.	55.	95.	135.
17.	56.	96.	136.
18.	57.	97.	137.
19.	58.	98.	138.
20.	59.	99.	139.
	60.	100.	140.
21.			
22.	61.	101.	141.
23.	62.	102.	142.
24.	63.	103.	143.
25.	64.	104.	144.
26.	65.	105.	145.
27.	66.	106.	146.
28.	67.	107.	147.
29.	68.	108.	148.
30.	69.	109.	149.
	70.	110.	150.
31.			
32.	71.	111.	
33.	72.	112.	
34.	73.	113.	
35.	74.	114.	
36.	75.	115.	
37.	76.	116.	
38.	77.	117.	
39.	78.	118.	
40.	79.	119.	
	80.	120.	