BEFORE SIGNING UP FOR A CLASS OR EXAM, YOU MUST TALK TO YOUR COUNSELOR. There is a permission form that must be filled out and approved beforehand or we will not be able to accept credit. The form must be turned in to your counselor in person.

To take Correspondence Course or Credit by Exam:

To order the exam, please go to one of the following sites:

UT k – 16 program: https://highschool.utexas.edu/ **OR** Texas Tech k – 12 program: www.k12.ttu.edu

When you finish a correspondence course, you may take a final exam at one of these three proctoring locations:

UT Testing Center

Physical Address
2901 North IH-35
Room 1.408
Austin, Tx 78722
Phone: 512.232.5000 FAX 512.475.7933
Email: testing@uk16.org

Mailing address:
UT Austin Testing Center
P.O. Box 7700
Austin, TX 78713-7700

Call for testing date and appointment

$30 for proctoring UT exams, or **$50** for exam from Texas Tech. You must bring photo ID, no checks accepted. Visit UT Testing Center Website for more information.

Testing Center Hours
Monday – Friday 9 – 4: Saturday once a month

ACC Proctoring Service

ACC District Business Assessment Center.
Attn: Stefanie Vermillion
5930 Middle Fiskville Rd, Room 104
Austin, TX 78752

$50 for tests that allow 3 hours
Phone: 512.223.7769/FAX: 512.223.7734

*****Please remember, if you chose to take a class over the summer, you must complete the course before school starts in order for you to have the class taken off your schedule.*****

Warning: Colleges are looking at students' transcripts to see if they are purposely taking classes outside of Westwood to skip certain subjects… Please be aware. Example below:

Penn
UNIVERSITY of PENNSYLVANIA

Dear Colleagues,

We hope this message finds you well, and that regardless of the academic schedule your school follows, you have been able to rest and recharge recently! Here in Philadelphia, we are getting ready for a new school year, so in that spirit, we wanted to share a brief overview of the changes to Penn's 2026-27 application.

What's Changing

- **Academics:** Students will now indicate whether any high school coursework was completed online (rather than in person) to help us better understand students' learning environment.