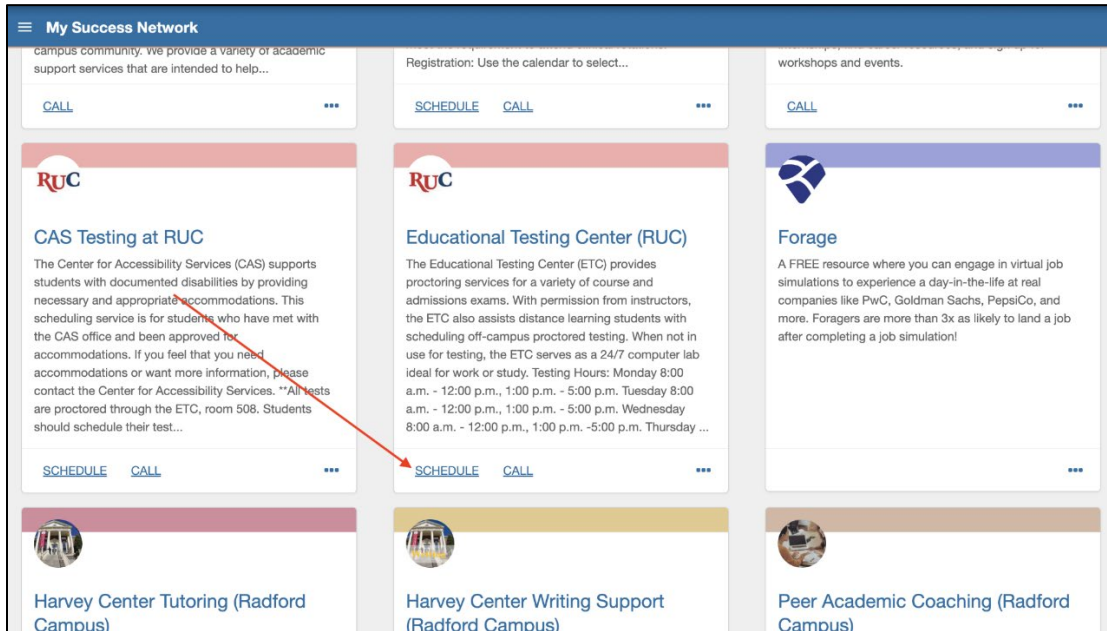
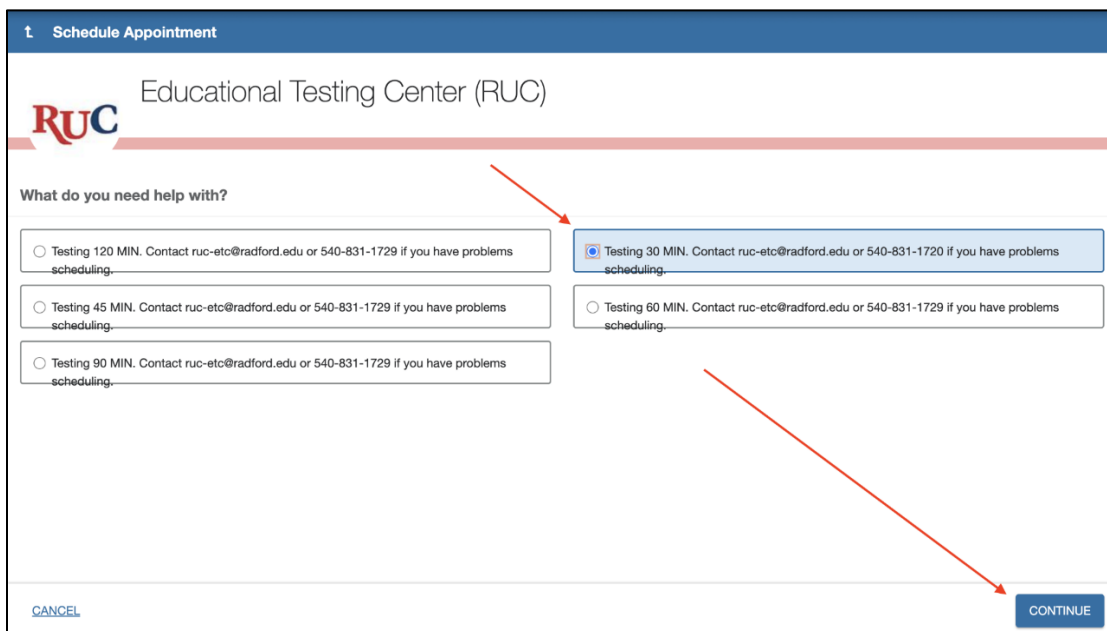


How to Schedule a Testing Appointment RUC Educational Testing Center (ETC)

1. Log in to your OneCampus.
2. Click on the Starfish tile.
3. Ensure you are in “My Success Network.”
4. Scroll down to the “Educational Testing Center (RUC)” and select “Schedule.” (If you are a student with accommodations, choose “CAS Testing at RUC.”)



5. Select which time duration you would like and click the blue “Continue” button.



6. In the upper left-hand corner, select the month you would like to test via the arrow buttons. Then click on the date, regardless of boxes or bolding. Use the scroll bar to select times available on that date. Select “Continue.”

Schedule Appointment

RUC Educational Testing Center (RUC)

What day and time works for you?

The appointment times you see do not overlap with your already scheduled appointments.

To schedule an appointment: Please note that appointments must be made at least 24 hours in advance. 1. Select a date from the calendar in the top left of the screen. Available dates are bold. 2. Choose a time in the middle of the screen. 3. Complete all required information in the scheduling window and in the Detailed Description box. 4. Please include your course name (ex. NSG 204) and professor's name in the Description box. Please bring a photo ID to your testing appointment. If you are unable to schedule an appointment for your requested time slot, please contact the Testing Center at ruc-etc@radford.edu or 540-831-1729 **The Testing Center is closed each day from 12-1.**

01-28-2025 → 02-25-2025

← January 2025 →

Su Mo Tu We Th Fr Sa

1 2 3 4

5 6 7 8 9 10 11

12 13 14 15 16 17 18

19 20 21 22 23 24 25

26 27 28 29 30 31

Filters

Session Type
All session types

Course
None specified

Wednesday, January 29 117 available

1:00 pm - 1:30 pm 30m

09 ETC
RUC Testing Center Seat
Room 508 Educational Testing Center
All RUC Students (ARUC)

1:00 pm - 1:30 pm 30m

15 ETC
RUC Testing Center Seat
Room 508 Educational Testing Center
All RUC Students (ARUC)

[BACK](#) [CONTINUE](#)

7. Ensure the date and time listed in the upper left corner are correct. In the box at the right, you **must** include your instructor's name, course code, and name of test. Press “Confirm.”

Schedule Appointment

RUC Educational Testing Center (RUC)

Does this look correct?

Date and Time
Wednesday, January 29
1:00 pm - 1:30 pm

Reason for Visit
Testing 30 MIN. Contact ruc-etc@radford.edu or 540-831-1720 if you have problems scheduling. [Change](#)

Team Member
15 ETC
RUC Testing Center Seat

Location
Room 508 Educational Testing Center
Please follow all posted procedural and hygienic safety instructions upon arrival.

Meeting Instructions
Please bring a photo ID with your first and last name; a driver's license or One Card will be fine; your Radford ID may not have your last name, so make sure you have an alternative. Also, make sure to communicate with your instructor that you are taking a test in the testing center. The instructor will need to share the testing information with the

If you want, tell us a little bit about what's going on so we can help

[BACK](#) [CONFIRM](#)

8. After submitting your request, you will receive an email from Starfish confirming your appointment.

Appointments must be scheduled at least 24 hours prior to testing. If there are no time slots for the time and date desired, additional appointments may be available.

Email ruc-etc@radford.edu or call the ETC at 540-831-1729.

