

# HOW TO CANCEL YOUR MATH TEST APPOINTMENT



# Cancelling Your Appointment

1. Go to the TutorTrac Main Menu through the testing schedules button at [success.asu.edu](http://success.asu.edu)
2. Click the "X" at the bottom of the page to cancel the appointment.

**TutorTrac Main Menu**

Welcome!

**Welcome to the University Academic Success Programs Tutoring and Appointment system. We are home of the Student Success Centers and Writing Centers for all ASU Campuses.**

This system allows you to find a tutor on any campus, schedule online tutoring appointments and schedule your MAT 194, 142 and 117 exams.

Click here to [Search Availability](#) for the free walk-in services (Tutoring, Review Sessions, SI-Study Groups) and to schedule an appointment for in-person writing tutoring, online tutoring services.

Contact Information:

Tempe: 480-965-9072  
Downtown: 602-496-4278  
Polytechnic: 480-727-5166  
West: 602-543-6151

To schedule your math test for MAT 194, MAT142 and MAT170 click here [Testing Center](#)

**Upcoming Appointments**

Tempe Hayden 103 appointment on 9/13/2011 at 6:00 PM with Tempe Hayden Laptop, reason: Test, section: MAT117 86109 2117, location: HAYDEN 103. **X**

**Upcoming Appointments**

Tempe Hayden 103 appointment on 9/13/2011 at 6:00 PM with Tempe Hayden Laptop, reason: Test, section: MAT117 86109 2117, location: HAYDEN 103. **X**

The screenshot shows the TutorTrac Main Menu website. A callout box on the left provides instructions on how to cancel an appointment. A larger callout box on the right highlights the 'X' icon next to an appointment entry in the 'Upcoming Appointments' section, indicating where to click to cancel.

# Reason for Cancellation

1. Your appointment details should be listed

2. Enter a reason for cancellation

3. Then select Confirm Cancellation

### Appointment Cancellation

Are you sure you want to cancel this appointment?  
Enter a reason for the cancellation and click Confirm Cancellation.

Details:  
Tempe Hayden 103 appointment on 9/13/2011 at 6:00 PM with Tempe Hayden Laptop, reason: Test, section: MAT117 86109 2117 , location: HAYDEN 103

Reason:

# Testing Policies

- All students must have their ASU ID at the time of the test
- No phones are allowed during the test- if you need a calculator please bring one that is not part of your phone
- No food or drinks are allowed in the labs
- All scrap papers will provided and must be turned in to the desk staff at the end of the test
- If you need to leave the test for any reasons- notify the desk staff

If you have any questions, please  
contact your campus  
administrators:

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[Success.asu.edu](https://success.asu.edu)

Testing Scheduling for MAT194, MAT117 and MAT142