

2015 - 2016 Proctor Site Information

The following proctor sites offer Tax Board examinations. The proctor sites are listed in alphabetical order by the city in which they are located. Indicate only **one** location on your exam application form with the Site Code.

- **Your location selection will be final once you submit your application.**
- Be sure to add the proctor fee to your total.
- You must take the exam within **60 days** of the date on the letter from the Board approving you to take the exam. After 60 days your exam approval expires, so you would submit a new application with all applicable examination fees.
- Do not contact the proctor site to schedule your exam time until after you receive the letter from the Board approving you to test.

City & Site Code	College	Schedule	Exam Types	Fees
City - Albany Site Code - LBCC	Linn Benton Comm. College 6500 Pacific Blvd. SW Albany, OR 97321 Phone: (541) 917-4781 Contact: Patty McMenamin Map and directions available at: linnbenton.edu/go/campus-maps	<i>By Appointment Only</i> Mon - Wed - Fri Opens at 10:00 am <i>Closed holidays</i>	All exams	\$20
City - Astoria Site Code - CLATSOP	Clatsop Community College Columbia Hall - 1 st Fl, Room 110 1651 Lexington Ave Astoria, OR 97103 Phone: (503) 338-2426 Contact: Colleen Violette e-mail: cviolette@clatsopcc.edu Map and directions available at: www.clatsopcc.edu	<i>By Appointment Only</i> Testing available by appointment only - call to schedule. <i>Closed holidays</i>	1.5 hrs - Consultant State Only 4 hrs – Preparer 5 hrs - Consultant	\$40 \$60 \$60
City – Bend Site Code - COCC	Central Oregon Comm College 2600 NW College Way Bend, OR 97701 Phone: (541) 383-7539 Contact: Kellie Smith Map and directions available at: visitors.cocc.edu/visiting/directions	<i>By Appointment Only</i> Mon – Thurs 9:00 – 6:00 <i>Closed holidays</i>	1.5 hrs - Consultant State Only 4 hrs – Preparer 5 hrs - Consultant	\$40 \$60 \$60

<p>City – La Grande</p> <p>Site Code - EOU</p>	<p>Eastern Oregon University - Testing Services ZH 112 One University Blvd La Grande, OR 97850</p> <p>(541) 962-3788 Contact: Travis Paulson</p> <p>Map and directions available at: https://www.eou.edu/visitor/</p>	<p><i>By Appointment Only</i></p> <p>Mon – Fri 8:00 am – 5:00 pm</p> <p><i>Closed holidays</i></p>	<p>1.5 hrs - Consultant State Only</p> <p>4 hrs – Preparer 5 hrs - Consultant</p>	<p>\$20</p> <p>\$60</p> <p>\$60</p>
<p>City – McMinnville</p> <p>Site Code - CCC-YVC</p>	<p>Chemeketa Comm. College – Yamhill Valley Campus 288 NE Norton Lane McMinnville, OR 97128</p> <p>(503) 316-3240</p> <p>Contact: Scheduling Center</p> <p>Map and directions available at: http://www.chemeketa.edu/locations/yamhill/map.html</p>	<p><i>By Appointment Only</i></p> <p>Mon – Thurs</p> <p><i>Closed holidays</i></p>	<p>All exams</p>	<p>\$60</p>
<p>City – Medford</p> <p>Site Code - SOU</p>	<p>Southern Oregon University – Testing Center at the HEC 101 S. Bartlett St - Room 108 Medford, OR 97501</p> <p>(541) 552-8150 Contact: Andrea Culbertson</p> <p>* Upon request - School will provide map & directions to exam site</p>	<p><i>By Appointment Only</i></p> <p>Mon - Fri 9:00 – 5:00</p> <p>And 1st Sat in December</p> <p><i>Closed holidays</i></p>	<p>1.5 hrs - Consultant State Only</p> <p>4 hrs – Preparer 5 hrs - Consultant</p>	<p>\$30</p> <p>\$60</p> <p>\$60</p>
<p>City – Newport</p> <p>Site Code - HMSC-GL</p>	<p>Hatfield Marine Science Center - Guin Library 2030 S. Marine Science Drive Newport, OR 97365</p> <p>(541) 867-0249</p> <p>Contact: Janet Webster</p> <p>Map and directions available at: http://hmsc.oregonstate.edu/facilities/map-and-directions</p>	<p><i>By Appointment Only</i></p> <p>Monday - Friday 9:00 am – 4:00 pm</p> <p><i>Closed holidays</i></p>	<p>All Exams</p>	<p>\$10</p>

<p>City – Ontario</p> <p>Site Code - TVCC</p>	<p>Treasure Valley Comm College Testing Center 650 College Blvd. Ontario, OR 97914 (541) 881-5799</p> <p>Contact: Wally Ann Holcomb</p> <p>Map and directions available at: http://www.tvcc.cc/about/locations_maps</p>	<p><i>By Appointment Only</i></p> <p>Note: Mountain Time M / 9:00 - 3:00 T & W / 9:00 – 5:00 Th / 9:00 – 7:00</p> <p><i>Closed holidays</i></p>	<p>All exams</p>	<p>\$40</p>
<p>City – Oregon City</p> <p>Site Code - CLAC</p>	<p>Clackamas Community College 19600 Molalla Ave. Oregon City, OR 97045</p> <p>(503) 657-6958x2269 Contact: Ric Jenkerson</p> <p>Map and directions available at: https://www.clackamas.edu/OregonCity/</p>	<p><i>By Appointment Only</i></p> <p>Monday – Friday 8:00 – 5:00</p> <p><i>Closed holidays</i></p>	<p>All exams</p>	<p>\$60</p>
<p>City – Pendleton</p> <p>Site Code - BMCC</p>	<p>Blue Mountain Community College - Testing Center 2411 NW Carden Ave PO Box 100 Pendleton, OR 97801</p> <p>Phone: (541) 278-5931 Contact: Holly Schuening</p> <p>Map and directions available at: bluecc.edu/about-bmcc/locations/bmcc-pendleton/directions-and-maps</p>	<p><i>By Appointment Only</i></p> <p>Tuesday 8:00 - 5:00 Thursday 8:00 - 6:00</p> <p><i>Closed holidays</i></p>	<p>All exams</p>	<p>\$60</p>
<p>City – Portland</p> <p>Site Code - PSU</p>	<p>Portland State University - Testing Services 527 SW Hall St., Suite 340 University Center Bldg. Portland, OR 97201</p> <p>Contact:</p> <p>Heather Goah (503) 725-2548 Diane Smith (503) 725-5301</p> <p>Online registration available: http://www.pdx.edu/shac/testing-register</p>	<p><i>By Appointment Only</i></p> <p>Mon – Fri 8:00 am – 5:00 pm</p> <p><i>Closed holidays</i></p>	<p>All exams</p>	<p>\$60</p>

<p>City – Roseburg</p> <p>Site Code - UCC</p>	<p>Umpqua Community College Counseling & Testing 1140 College Rd. / P.O. Box 967 Roseburg, OR 97470</p> <p>Phone: (541) 440-7659 Contact: Roger Sanchez</p> <p>* Map & directions on-line at: www.umpqua.edu/maps-a-directions</p>	<p><i>By Appointment Only</i></p> <p>2nd Monday of each month 9:00 am-4:00 pm</p> <p><i>Closed holidays</i></p>	<p>1.5 hrs - Consultant State Only</p> <p>4 hrs – Preparer 5 hrs - Consultant</p>	<p>\$25</p> <p>\$35</p> <p>\$35</p>
<p>City – Salem</p> <p>Site Code - CHEM</p>	<p>Chemeketa Community College Testing Center - Building 2, 1st Floor, Room 110 4000 Lancaster Drive NE Salem, OR 97309</p> <p>Phone: (503) 399-6556 Contact: Linda Abundis</p> <p>Map and directions available at: chemeketa.edu/aboutus/locations/salem/direction</p>	<p><i>By Appointment Only</i></p> <p>Mon – Fri 8:00 – 5:00</p> <p><i>Closed holidays & finals week each term</i></p>	<p>All exams</p>	<p>\$60</p>
<p>City – The Dalles</p> <p>Site Code - CGCC</p>	<p>Columbia Gorge Comm. College - Testing Center 400 E. Scenic Drive The Dalles, OR 97058</p> <p>(541) 506-6011 (541) 506-6017 Contact: Jim Cloinger</p> <p>* Upon request - School will provide map & directions to exam site.</p>	<p><i>By Appointment Only</i></p> <p>Wed & Thurs 9:00 - 6:00</p> <p><i>Closed holidays</i></p>	<p>1.5 hrs - Consultant State Only</p> <p>4 hrs – Preparer 5 hrs - Consultant</p>	<p>\$30</p> <p>\$60</p> <p>\$60</p>
<p>City – Tillamook</p> <p>Site Code - TBCC</p>	<p>Tillamook Bay Community College - Testing Center 4301 3rd Street Tillamook, OR 97141</p> <p>(503) 842-8222 x 1880 Contact: Melanie Weber</p> <p>* Upon request - School will provide map & directions to exam site.</p>	<p><i>By Appointment Only</i></p> <p>Minimum of 5 candidates to hold exam</p> <p><i>Closed holidays</i></p>	<p>1.5 hrs - Consultant State Only</p> <p>4 hrs – Preparer 5 hrs - Consultant</p>	<p>\$30</p> <p>\$30</p> <p>\$30</p>

City – Wilsonville Site Code - CLAC-WTC	Clackamas Community College - Wilsonville Training Center 29353 Town Center Loop East Wilsonville, OR 97070 (503) 594-0940 Contact: All staff can make appts Map & directions on-line at: www.clackamas.edu/campus	<i>By Appointment Only</i> Mon – Sat Call to schedule <i>Closed holidays</i>	All exams	\$60
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