

Register a Course for the Virtual Proctoring Center

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Faculty who wish to utilize the [Virtual Proctoring Center \(https://vtac.lonestar.edu/help/virtual-proctoring-center-overview\)](https://vtac.lonestar.edu/help/virtual-proctoring-center-overview) must obtain the course approval at the beginning of the semester by submitting all course information via email to: LSC-ProctoringCenter@LoneStar.edu (). Course information must be submitted as soon as the syllabus is released and no later than 10 days into the semester, to ensure that the course is set up properly in RegisterBlast.

Once the Lead Proctor approves and adds the course to RegisterBlast, faculty will be notified via email and able to [schedule an exam to be proctored \(https://vtac.lonestar.edu/help/schedule-an-exam-for-virtual-proctoring-center\)](https://vtac.lonestar.edu/help/schedule-an-exam-for-virtual-proctoring-center). Faculty can add/edit questions to their exam up to the day the exam opens for the students.

Register Your Course

Email the following information to LSC-ProctoringCenter@LoneStar.edu: (:)

- Your name
- Course name and section
- Term of course