How to Complete the Alternative Testing Agreement

➢ Log in to AIM: access.gsu.edu -> Faculty Resources -> "AIM LOGIN" -> "FACULTY AIM LOGIN.

➢ Click on “Continue to View Student Accommodations”
➢ Click on “Alternative Testing”.

➢ Click “Continue to Specify Alternative Testing Agreement”.

➢ Continue to Specify Alternative Testing Agreement.
➢ Complete agreement.

➢ Input the regular class exam length for each individual assessment (Exam/midterm, Final and Quiz. Failure to complete each field accurately will affect the testing time assigned to the student by the system). Then Click “Submit Alternative Agreement”.