

CCA / CPSS EXAM CHAIN OF CUSTODY

Exam Location:

Exam Name:

Exam Counts	# of Items	Date	Comments	Signature	Printed Name
Sent to Exam Location	Exam Booklets				
	Exam Answer Sheets				
Received at Exam Location	Exam Booklets				
	Exam Answer Sheets				
Handed Out at Exam	Exam Booklets				
	Exam Answer Sheets				
	No Show Booklets				
	No Show Answer Sheets				
Handed Back at Exam	Exam Booklets				
	Exam Answer Sheets				
Packed to Ship to Madison	Exam Booklets				
	Exam Answer Sheets				
	No Show Booklets				
	No Show Answer Sheets				
Received in Madison	Exam Booklets				
	Exam Answer Sheets				
	No Show Booklets				
	No Show Answer Sheets				
Sent for Scoring	Exam Answer Sheets				
Back from Scoring	Exam Answer Sheets				

These functions should be done at the exam site. Packaging should be sealed and not reopened after leaving the exam site