RANDOM DRUG TEST INSTRUCTIONS

1) During your probation, any semester that you are enrolled at Baylor, you will be required to call our office at 710-1715 every Monday to see if you need to report for a random drug test on the following day (Tuesday). You must speak with someone in our office and get confirmation as to whether or not you must report for a drug test.

2) Failure to call us on a Monday when our office is not officially closed for the day will be considered another drug violation.

3) When you are required to have a random drug test, you must report for the test at 8:00 a.m. at Health Services, located on the 2nd floor in the Student Life Center, on the Tuesday following the day we have told you to report for the test. If you have a class at 8:00 a.m., then you must report immediately after your class if you have a break longer than 10 minutes prior to the next class.

4) If you have been required to report for a drug test on a Tuesday, then you must make certain that you do not drink large amounts of liquid before the test. If we receive a test result that shows a diluted urine sample, we will consider this another drug violation.

5) All drug tests are at your expense and may be paid in cash at the time of the test or may be billed to your student account.

6) You are required to give us an updated local address and phone number at the beginning of each semester you are enrolled at Baylor until your disciplinary probation ends.