

# Testing Services

## Why do students come to Brookdale's Testing Center?

Brookdale students come to Testing Services for a variety of tests and assessments:

### ■ **Accuplacer**

All new degree-seeking students must take the Accuplacer Basic Skills Placement Test. This test provides information about your level of skill in English, and Mathematics and Reading. Accuplacer can help determine the English, Mathematics and Reading courses most appropriate for you at this time.

### ■ **Course Testing**

Your course instructors may have you take an exam in the Testing Center for a variety of reasons. The most common reasons are make-up exams and retests, or if your course is an alternative delivery course such as vid-eotape, online, television or hybrid courses. Occasionally, exams may be scheduled in the Testing Center because of unscheduled class cancellations.

### ■ **Career and Personality Assessments**

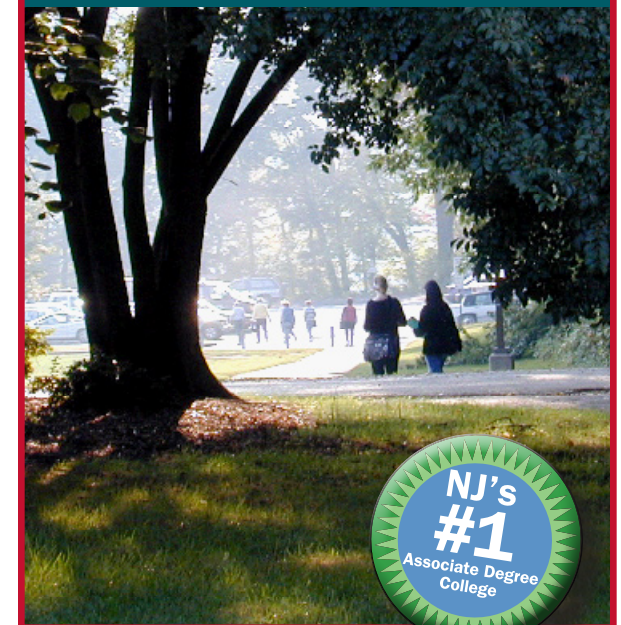
Your counselor may recommend you take one of our many career and/or personality assessments. These assessments are also a requirement of HUD-107. Completed assessments will be sent to your counselor, and you would then discuss the results with them and how these results will assist you in future educational and career planning.



CAR Lower Level, Lincroft, NJ 07738-1543  
Phone: 732-224-2584 Fax: 732-224-1863

[www.brookdalecc.edu/pages/166.asp](http://www.brookdalecc.edu/pages/166.asp)

An equal opportunity/affirmative action institution



## Testing Center Policies

- All students taking Brookdale course tests must present their Brookdale Student ID.
- You must present a valid permission slip.
- All personal items, including turned-off cell phones, must be placed in lockers.
- Time constraints, including closing times of the Center, will be strictly followed.
- The Testing Center strictly adheres to the Academic Standards of the College and will report all violations.

## Services Offered

The Testing Center provides proctoring services to both Brookdale students and the local community.

### Testing services for Brookdale students:

- Accuplacer Basic Skills Assessment
- Make-up and Retests
- Course testing for distance learning courses (including online, hybrid, television or videotape courses)
- Career and Personality Assessments (Strong, Myers-Briggs Kuder, PRF, CareerScope, Jackson, etc.)
- Health Science Admission Tests

### Testing services for the community

(Proctoring fees are charged for these services):

#### ■ Distance Learning\*

Your home institution will forward your exam to us. You then come to Brookdale's professionally-proctored Testing Center and when your exam is completed, we will return it.

#### ■ Credit by Examination (CLEP, DSST)\*

These are internet- based tests.

#### ■ Microsoft Office Specialist (MOS)

Certification for Microsoft Word, Access, Excel, Powerpoint

#### ■ Miller Analogies Tests (MAT)

Graduate school admissions test. No appointment necessary.

#### ■ General Education Diploma (GED)

Go to [www.brookdalecc.edu/pages/889.asp](http://www.brookdalecc.edu/pages/889.asp) for registration and preparation information.

#### ■ Praxis

Go to [www.ets.org](http://www.ets.org) for registration information.

#### ■ LSAT

Go to [www.lsac.org](http://www.lsac.org) for registration information

*\*No appointment necessary; check current schedule for service hours.*

## Meet Our Staff

### Senior Testing Services Technicians

Jenna Moltisanti	732-224-1864 jmoltisanti@brookdalecc.edu
Julie Patterson	732-224-2229 patterson@brookdalecc.edu
Jorge Terreros	732-224-2436 terreros@brookdalecc.edu
Paulette Walker	732-224-2924 pwalker@brookdalecc.edu

### Supervisor

William DeVoe	732-224-1973 wdevoe@brookdalecc.edu
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### Manager

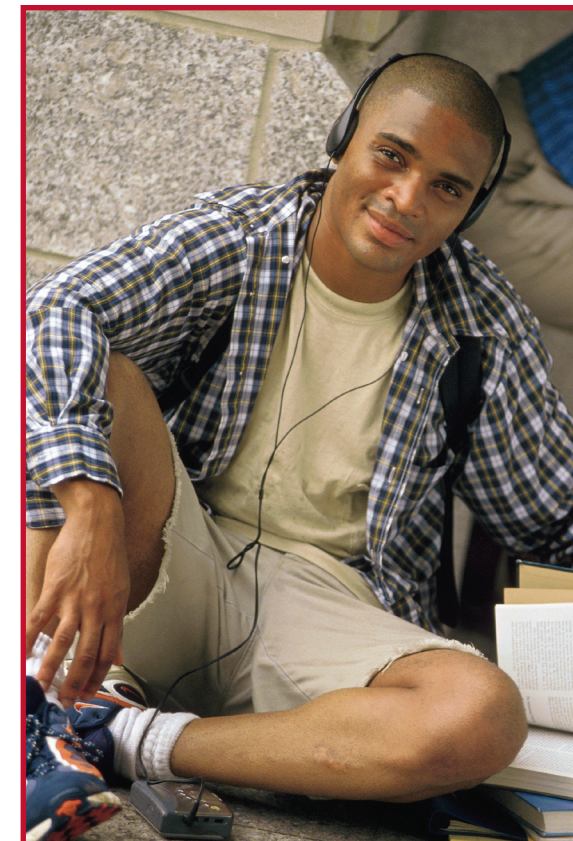
Nancy O'Shea	732-224-2076 noshea@brookdalecc.edu
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## Testing Times

Hours change during term breaks and summer terms; [www.brookdalecc.edu/pages/166.asp](http://www.brookdalecc.edu/pages/166.asp) has up-to-date info.

The Basic Skills Placement Test must be started three hours before closing time, and all course testing must be started two hours before closing time.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Doors Open	8:30 am	8:30 am	8:30 am	10:00 am	8:30 am	9:00 am	Closed
Last Test Course Administered	7:00 pm	7:00 pm	7:00 pm	7:00 pm	3:00 pm	1:00 pm	Closed
Last Accuplacer Administered	6:00 pm	6:00 pm	6:00 pm	6:00 pm	2:00 pm	12:00 pm	Closed
Last CLEP/DSST Administered	6:00 pm	6:00 pm	6:00 pm	6:00 pm	2:00 pm	12:30 pm	Closed
Tests Collected	8:45 pm	8:45 pm	8:45 pm	8:45 pm	4:45 pm	2:45 pm	Closed



### Overview

The Counseling & Testing Center (CTC) serves as the test center for a wide variety of national and local tests and testing programs.

### Testing services offered by the CTC

- Exam Proctoring
- COMPASS™ Placement Tests
- Residual ACT
- CLEP
- Computer-based exams, such as the GRE, MCAT, PRAXIS I, and TOEFL
- The Miller Analogies Test (MAT)
- The MELAB
- Delivery of exams for a variety of commercial testing vendors such as CastleWorldwide, PAN, and ACT.
- Pencil and paper national standardized exams, such as the ACT, SAT, LSAT, PRAXIS II, and GRE Subject Tests

Fees and method of payment vary by test. The CTC cannot accept debit or credit cards, but for some programs that provide online registration, this is the preferred method. The CTC can also bill student accounts or Vandal Cards for some programs. No programs accept cash.

A valid photo ID **must** be presented at the time of testing. Students are responsible for verifying the ID requirements for their particular exams (many require government issued ID, with both photograph and signature).

For more information about testing at the CTC, including links to individual testing programs visit our website: [www.ctc.uidaho.edu/testing](http://www.ctc.uidaho.edu/testing)

### Exam Proctoring

The CTC offers space and supervisory personnel for proctoring exams for students or members of the community who need a secure testing situation. The fees vary as described below. Students should contact the CTC in advance to arrange proctoring.

- Distance Learning Exams:

- Students will need to make arrangements with the host school (which may require paperwork from the CTC) to have testing materials delivered to the CTC. The CTC can accommodate both paper and pencil and on-line exams.
- The fee for this service is \$10 per hour or part of an hour. This is a per testing appointment fee for all non-UI courses or programs and non-UI students taking UI distance online or video courses.

- UI Exams for UI students:

- UI students taking a UI distance, online, or video course will be charged a total of \$5 per credit hour per semester, with a sliding fee schedule available.
- UI students who wish to take exams in a quiet environment with minimal distractions may make arrangements with their professors to test at the CTC under the same fee schedule. Note: This is only available to students who have the advance written consent of their professors. Further information and registration packets can be obtained at the CTC.



### COMPASS™ Placement Tests

- COMPASS™ measures students' skills in writing, mathematics, and reading (available, but not used by UI). It is used by the University of Idaho for placement in English, mathematics, and chemistry.
- COMPASS™ is a computer adaptive test, using the latest assessment technology to decrease testing time without decreasing the accuracy of results. Results are available immediately.
- The COMPASS™ is administered on a walk-in basis between 8:00 a.m. to 3:30 p.m., Monday through Friday. The cost is \$10 per

test for UI students and \$15 per test for non-UI students.

### Residual ACT

The Residual ACT is an on-campus testing program for UI enrolled or admitted students who are unable to test on a national test date.

How it works:

- The Residual ACT is administered by appointment at the CTC. Unofficial test results are available within 24 hours. The testing fee is \$75.
- The Residual ACT is the same test as the National ACT without Writing; however, results are reported **only** to the University of Idaho. No Student Reports or High School Reports are generated, and no Additional Score Reports will be generated to report scores to any other institution.

### College Level Examination Program (CLEP)

- CLEP is the most widely used credit-by-examination program in the United States today. By receiving a satisfactory score, students can earn from 3 to 12 college credits for each CLEP test taken, depending on the exam subject. Since the exams are administered on a computer, unofficial results are available immediately.
- The CLEP is administered by appointment only and students are responsible for knowing the CLEP policy of their school (what exams are accepted, how much credit it will earn, the maximum number of credits allowed through advanced placement).
- The fee for the CLEP is \$77 (reimbursable for military personnel). In addition, there is an administrative fee of \$15 per test for UI students and military personnel, or \$25 per test for non-UI students.

## The Michigan English Language Assessment Battery (MELAB)

- The MELAB is a measure of English proficiency offered as an alternative to the TOEFL.
- The MELAB is offered once per month and students register directly with the CTC.
- The exam costs \$120. Students pay the CTC \$60 at the time of registration. They pay MELAB an additional \$60, which can be paid on the day of the exam.

## Computer-Based Testing Programs

- Fees and registration process vary by exam.
- Testing is conducted by appointment, with some exams on a fixed date model (testing vendors sets dates and times available) and others on a continuous delivery model (CTC sets dates and times available).
- GRE General Test and PRAXIS I: scheduling is available online through ETS or at the CTC and is continuous (typically Monday-Thursday mornings).
- MCAT and TOEFL: scheduling is online through AAMC and ETS; testing is offered on specific dates.
- MAT - Miller Analogies Test (an alternative to the GRE accepted by some schools): scheduling is available through the CTC and is continuous.
- Other: The CTC also contracts with a number of testing vendors (ACT, CastleWorldwide, PAN, etc.) to provide a variety of certification and employment examinations. Examples of these examinations are ACE Personal Trainer, TSA Screener, Association of Social Work Boards and the Foreign Service Officer Test. Scheduling is through the individual testing vendor and testing is continuous.

## Pencil and paper based national standardized exams

- The ACT, SAT, LSAT, PRAXIS II, GRE Subject, and other tests are given on specific national test dates on Saturdays in pencil and paper format. To register for these tests you must contact the programs directly.
- Fees vary by exam.

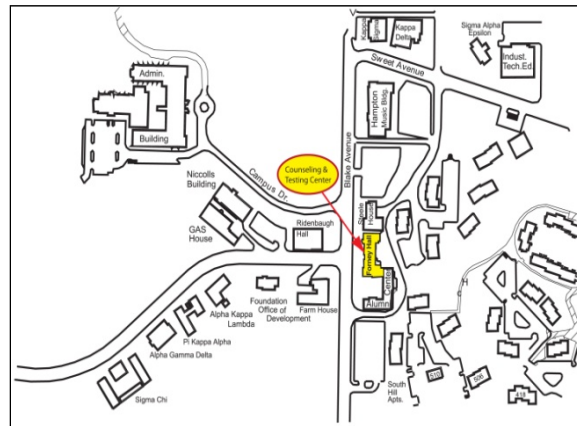
## For More Information

- More information on all testing programs is available on our website: [www.ctc.uidaho.edu/testing](http://www.ctc.uidaho.edu/testing)
- If you have questions about these or any other testing programs we would be happy to assist you. We can be reached at (208) 885-5138 or in our office, Mary E. Forney Hall, Room 301.

## Hours

Academic School Year  
Monday through Friday - 8:00 a.m. – 5:00 p.m.

Summer  
7:30 a.m. – Noon/1:00 p.m. – 4:30 p.m.



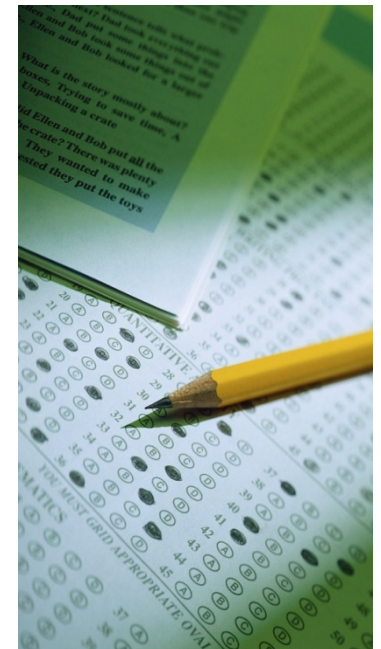
## **Counseling & Testing Center**

Mary E. Forney Hall, Room 301  
(Formerly Continuing Education Bldg.)  
1210 Blake Avenue  
[www.ctc.uidaho.edu](http://www.ctc.uidaho.edu)  
(208) 885-6716  
Fax: (208) 885-4354

Limited mobility accessible.

# Counseling & Testing Center

## Testing Services



University of Idaho

# UW Oshkosh Testing Services

Polk Library Lower Level, Rooms 2, 3, 4 and 6 (920)424-1432

The department has two primary roles which include administration of tests (computer-based and paper/pencil testing) and scoring of classroom exams. The department provides space for year round classroom and make-up testing, self-paced and correspondence testing. Additional space and accommodations are available for non-standardized testing of students who meet criteria set by the American Disabilities Act.

Tests administered by our department include:

**ACT/SAT Testing** – Pre-college admission testing required by most colleges/universities.

**Regional Placement Testing** – College testing (English, math, foreign language) Required of new freshmen and some transfer students depending on prior college work completed.

**CLEP** (College Level Examination Program) and **DANTES** (Defense Activity for Non-Traditional Educational Support). Examinations are administered as part of the college's credit by examination program. There are 34 CLEP exams currently published by the College Board. Any high school or college student who feels he/she has requisite knowledge in these areas may take these tests. Students successfully completing the exams may request credit at the college level. Each college determines which exams they will accept for credit.

**Computer Based Testing** – National college entrance exams taken on computers linked with ETS (Educational Testing Service) national testing center.

<b>GRE</b>	(Graduate Record Exam)
<b>MCAT</b>	(Medical College Admission Test)
<b>PRAXIS</b>	(Professional Assessments – Beginning Teachers)
<b>TOEFL</b>	(Test of English as a Foreign Language)

We administer tests for the following testing companies: CastleWorldWide, DSST, Host Kryterion, ISO Quality Testing, Lasergrade, MAT, pan, PSA, PearsonVue, SilverCats (FAA). All appointments are handled by the testing companies.

Many instructors use our center to have their classroom exams scored. These tests are usually scanned and reports provided to instructors within a 24-hour period.