

Great Bay Community College
Course Placement Test
ACCUPLACER

A computerized placement test (ACCUPLACER) is required of all students enrolling in a degree program at GBCC. Many certificate programs also require placement testing. Check the catalogue or website for specific requirements. The assessment consists of 5 *sections*: reading comprehension, sentence skills, math, writing sample, and computer skills. A sixth section on Learning Styles will also be part of the testing session. The goal of the assessment is to identify areas of strength and weakness so that appropriate course placement can be determined for math, English, and computer skills. **Equally important is the need to assess students' ability to handle any course work that relies on college level math, reading, writing and technology competencies for success. For this reason, students NOT enrolling in a certificate or degree program SHOULD still take the course placement test. **

How to take the Course Placement Test (ACCUPLACER)

- Fill out the bottom portion of this form and submit with \$20 to the cashier (front office on first floor).
- Bring your receipt to CAPS (Center for Academic Planning & Support) on the second floor, room 210.
- Bring a picture ID such as a license with you.

If you think you may be exempt from placement testing, please see an Admissions Representative prior to making payment.

Who is exempt from Placement Testing?

- Students who have transferable courses (from an accredited college) in math and English.
- Students who have SAT scores over 550 in writing, math, and reading. (essay scores of 8 or higher)
- Students who have taken a placement test at another accredited institution within the past 2 years.
- Students who have AP grades of 3 or higher in Calculus and English.

** Computer Skills testing is required of all new students and transfer students per program requirements**
Students who are ONLY taking a computer skills test will be charged \$5.

Course Placement Test Registration

Name: _____ Date: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Student ID #: _____

Program: _____

(Indicate if associate degree or certificate)

Please Check All that Apply:

- This is my first time in college
 I have some college experience*
 I have a college degree *

- I need an accommodation for this test
 English is not my first language

*** Please bring a copy of your transcripts to CAPS**

Students may test during CAPS open hours: Monday – Thursday 8am to 8pm***
 (No appointment necessary) Friday 8am to 4pm
 Saturday 10am to 2pm (Fall & Spring)

Allow a minimum of 3 hours for testing. **You may break up your session into two visits provided the two visits are less than 10 days apart.**

For questions about placement testing, contact
 CAPS: 603-427-7621 *****CAPS will have adjusted hours during college holidays and breaks*****

Center for Academic Planning and Support

ACCUPLACER “Quick Tips” (Placement Testing)

1. Take a deep breath, relax and just take your time. There is no time limit.
2. If at any time you find the room to be uncomfortable due to noise, lighting, and/or other distractions, let the proctor know and he/she will move you to a different location.
3. The proctor will administer the standard assessment unless you indicate you are: (1) a *Running Start* student; (2) an ESOL student; (3) Medical Coding applicant; (4) Ability to Benefit (ATB) candidate; (5) Transfer student; or (6) Student with SAT scores over 550.
4. The standard assessment has 6 parts: reading, sentence skills, math, writing, learning styles and computer skills. Although the time for each person varies, you should allow 3 hours for completing all sections. You can break up the test into two sessions as long as the two sessions are not more than 10 days apart.
5. ACCUPLACER is a computer-based assessment. You will get your results as soon as the assessment is over. There is paper and pencil option for the following sections: reading, sentence skills, arithmetic, algebra and writing sample. The paper and pencil version is not adaptive and will require additional time for scoring. Please let the proctor know if you prefer to do any part of the assessment by hand.
6. When answering the demographic questions, you will be asked to supply either your social security number or your telephone number starting with the area code first.
7. The math section begins with algebra and then will reroute you to either arithmetic or college math, depending upon how you answer the questions. **DO NOT PANIC IF THE FIRST QUESTION YOU SEE YOU CANNOT ANSWER. THE TEST WILL “ADAPT” TO YOUR LEVEL OF KNOWLEDGE.**
8. If you need to use the restroom or get a drink of water, just let the proctor know. The restrooms are located down the hall on either side of the elevator. Bottled water and soda may be purchased from the vending machines in the cafeteria. **No food please.**
9. Take your time with the writing sample. It is important that you try and achieve the minimum number of recommended words (300) as that will influence your score.
10. Students with documented disabilities may request special accommodations from the Coordinator of Disability Services: 603-427-7625
11. When you are done, do not close down your program. A proctor will help you print your scores. A CAPS advisor will then meet with you to interpret your scores and plan your next steps.

If at any time you have a question or concern, please see the proctor on duty.

****Students may retest in one subject at no charge****

www.greatbay.edu/caps