

Remote Placement Testing – Washtenaw Community College

You are a WCC student, but at a different location at this time.

- Find an institution in your area to administer our ALEKS or ACCUPLACER Remote placement tests.
- ACCUPLACER has a Testing Center Locator - use the URL: studentportal.accuplacer.org – then click on the 'Test Center Locator' link in the middle of the page. Fill in the required fields and click 'Search' to see a list of authorized ACCUPLACER remote centers in your area.
- ALEKS – Find a college testing center to administer ALEKS to you.
- Go to <https://www.wccnet.edu/learn/testing-center/>
- Under the FAQ section (page bottom) click on 'How do I request Remote Placement Testing?' and download this form.
- You complete the 'Remote Placement Testing Proctor Form' and email the completed form to testingcenter@wccnet.edu
- Reading & Writing is given in ACCUPLACER
- Math is given in ALEKS (you MUST have a Reading Level of 3 or higher posted before you can take the ALEKS test)

ACCUPLACER from home (webcam and microphone needed)

- You can take the ACCUPLACER placement test through Examity (fee involved) from home if you meet the Technology Requirements found on this page: <https://examity.com/accuplacer-students>
- Email testingcenter@wccnet.edu asking for an Examity ACCUPLACER voucher. You MUST include your Name, WCC Student ID number, Address, Phone number, and DOB in the email. Also include which test you need (Reading, Writing OR Both)

You are not a WCC student, but in our area and want to take your placement tests with us.

- Your Institution would be responsible for the setup of your ACCUPLACER remote voucher
- Your Institution would email test materials to testingcenter@wccnet.edu
- We charge a fee of \$30 to administer your test, payable at the time of testing, No credit cards.

Filling out the 'Remote Placement Testing Proctor Form'

- Print Legibly (the form will not be processed unless it can be deciphered)
- You must fill in your WCC Student ID number.
- Include your Date of Birth.
- The email you enter as the Institution's email address must not be a personal email.
- Do not request ALEKS unless you have a Reading Level of 3 or higher on record at WCC.
- Email the completed form to testingcenter@wccnet.edu

After we receive and processed this form from you, we will generate a voucher for the Remote ACCUPLACER site or send ALEKS Instructions to the college testing center listed on the form.

Remote Placement Testing Proctor Form

Washtenaw Community College - Testing Center

PLEASE RETURN THIS FORM BY EMAIL OR MAIL TO:

testingcenter@wccnet.edu

4800 E. Huron River Dr., Rm# 300 • Ann Arbor, MI 48105-4800

Phone: 734-477-8550

<http://www.wccnet.edu/services/testing-center>

“Incomplete Forms will not be processed”

Student Information	
Student Name	
WCC Student ID #	Date of Birth / /
Email Address	
Phone Number	

Institution Information (place you will be testing at)	
Institution Name	
Business Address	
Testing Site Phone Number	
Testing Site Contact Person's Name & Job Title	
Testing Site Email Address	

Test Information	
Test requested: -Accuplacer Reading -Accuplacer Writing -ALEKS (A WCC Academic Reading Level 3 or higher on record is needed for ALEKS testing)	
Preferred Testing Date <i>Form must be received at least 7 Days prior to requested Testing Date</i>	

****Tests and passwords will not be sent to a personal email under any conditions and incomplete forms will not be processed.***