

Remote Proctoring



Do you need to take the ACCUPLACER test but you are not near Fullerton College?

You can...

Option 1 Off Campus - Remote Proctoring

Take your test at a local testing center. This will enable you to take your ACCUPLACER test at a different testing center.

Option 2 Virtual - Remote Proctoring

Have your ACCUPLACER test proctored online from just about anywhere. This will enable you to take the ACCUPLACER test at any location. You must have an appropriate picture id and your computer must meet the technical specifications required for testing. For more information, please visit us at <https://www.examity.com/accuplacer-students> or check out the student quick guide at <https://bit.ly/2H0Y6Zy>.

Below are the instructions:

Step 1: Choose your preference for taking your ACCUPLACER remotely

1. Please email the information below to assessment@fullcoll.edu. Our Assessment Center staff will review your request and email you.

- a. We will ask you to specify whether you are looking for Off-Campus Proctoring or Virtual – Remote Proctoring.
- b. Provide the following information in the email.

Fullerton College Student ID#: _____

First Name: _____

Last Name: _____

Date of Birth: _____

Email: _____

Phone Number: _____

ZIP Code _____

Have you completed our New Student Orientation?

Yes or No

Is this your first time attending any college? Yes or No

Are you a New Spring 2019 student, Returning student, Continuing student, International student, Special Admit student Veteran/Active Duty student or Cal-Works student at Fullerton College? **Please mark all that apply.**

Please identify which Accuplacer test you would like to take?

ESL (English as a Second Language)

Remote Test Option: _____

Option 1 Off Campus - Remote Proctoring

Option 2 Virtual - Remote Proctoring

**Please email this information to
assessment@fullcoll.edu**

2. You will be contacted within 5 business days by **Fullerton** College Assessment Center with your next steps.
 - a. If you indicated that you are looking for Off-Campus Remote Proctoring (option 1), we will send you further instructions via email.
 - b. If you chose Virtual Remote Proctoring (option 2), you will receive a voucher number from your testing administrator by email. Keep this voucher and continue below. Please do not lose the voucher. And note the voucher can only be used once and is valid for 30 days.

Remote Testing/Virtual sites may charge you a fee to administer your remote Accuplacer test.

Fullerton College will not accept out of state Accuplacer exam's administered without an approved Fullerton College voucher.

The remaining steps are only for students who elect to pursue Virtual Remote Proctoring, option 2 above.

Step 2: Register for your ACCUPLACER test.

1. Visit <https://prod.examity.com/accuplacer>
2. Create an account
3. Register for online proctoring.
 - a. Enter your first name

- b. Enter your last name
- c. Enter your email address
- d. Select the institution: **Fullerton College**
- e. Submit your information

Step 3: Once your school approves your request, you will receive an email from ACCUPLACER with your voucher code. This voucher code will allow you to schedule and take your exam.

- ✓ You will receive a confirmation email from Examity with login credentials.
- ✓ Click the Examity [link](#) and login with the User ID and Password provided to you.

RECOMMENDED - TEST YOUR SYSTEM prior to your test. It only takes a few minutes and it saves time on the day of your test. Please visit <https://www.examity.com/accuplacer-students> or check out the student quick guide at <https://bit.ly/2H0Y6Zy>.

Fullerton College will not accept out of state Accuplacer exam's administered without an approved Fullerton College voucher.

All testing vouchers are set to expire 30 days after you receive your voucher.

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