

# Assessment Services

## 1. Placement Testing

Students are required to take the Accuplacer placement test in English and mathematics prior to enrollment in classes unless appropriate exemptions are on file with the Admissions Office (see the Accuplacer section of this catalog). Prospective students are strongly urged to schedule and complete the placement test prior to registration, as results will be used to determine placement in courses at registration. Students whose Accuplacer scores indicate the need for developmental courses must register for the indicated developmental courses the first term. There is no fee for the first Accuplacer test, but students who retest must pay an \$8 fee and complete remediation.

## 2. Accuplacer

### a. Requirements

Students included in any one of the following categories are required to take the ACCUPLACER prior to registering for classes:

- i. Students who have not previously attended college, and do not provide proof of appropriate ACT/SAT/GED scores, or high school GPA of 2.75 and minimum course grade of “C” for English IV or mathematics (Algebra II, Elements of College Math, Algebra II with Trigonometry, Pre-Calculus, or Calculus are the only courses that may be used for placement.) Scores, high school GPA, and grades may not older than five years.
- ii. Transfer students who have not successfully completed a college-level English or mathematics with a “C” or higher.
- iii. Students whose successful completion of a college-level English or mathematics course at a regionally accredited institution cannot be verified with a transcript, faxed transcript, or a student grade report at registration. (Unofficial transcripts or reports are only used for registration purposes. All official transcripts must be received before the end of the first term of enrollment.)
- iv. Accelerated high school students and high school students enrolling for dual credit who do not have appropriate ACT/SAT scores for the course(s) in which the student wishes to enroll.
- v. Students who have acceptable ACT scores as designated in the Placement Guidelines and/or high school transcripts on file but wish to improve their course placement.

### b. Exemptions

The following students are exempt from taking the ACCUPLACER.

- i. Students who have the required scores on the ACCUPLACER, SAT, ACT, or GED test that are less than five years old.
- ii. Students who have a 2.75 high school GPA or higher and a grade of “A,” “B,” or “C” in English IV and mathematics (Algebra II, Elements of College Math, Algebra II with Trigonometry, Pre-Calculus, or Calculus) that are less than five years old.
- iii. Transient students who submit a completed transient form.
- iv. Students who enroll as non-credit students (Training for Business and Industry and Continuing Education).
- v. Students who successfully completed a college-level English or mathematics course with a “C” or better at a regionally accredited institution as verified by official transcripts, faxed transcripts, or student grade reports. (Unofficial transcripts or reports are only used for registration purposes. All official transcripts must be received before the end of the first term of enrollment.)
- vi. Students scoring 510 or above on the SAT verbal or a 17 or above on the English component of the ACT are exempt from the ACCUPLACER for English.
- vii. Students scoring 510 or above on the SAT mathematics or a 17 or above on the mathematics component of the ACT are exempt from the ACCUPLACER for math.
- viii. Students who provide documentation of successful completion (“C” or higher) of developmental course(s) which determine eligibility for English 101 and/or college-level mathematics from a regionally accredited institution.
- ix. Students who have an associate degree or higher from a regionally accredited institution that demonstrates successful completion of college-level English and/or mathematics courses.
- x. Students who enroll to audit a course.
- xi. Students who score 165 or higher on the Mathematical Reasoning or Reasoning Through Language Arts of the 2014 series GED.

During registration, unofficial transcripts, faxed transcripts, or student grade reports will be accepted to determine eligibility for English and mathematics; however, official transcripts must be on file to register for a second term.

### 3. **General Educational Development (GED) Testing**

Southern Union is designated by the Alabama State Department of Education as a test center for the General Educational Development (GED) test. The GED test is used as the basis for granting the state high school equivalency diploma issued by the Alabama State Department of Education. GED tests are administered on the Opelika, Valley, and Wadley campuses.

Southern Union is pleased to offer the 2014 GED test (a computer-based test only) at all of our campuses. Visit [www.gedcomputer.com](http://www.gedcomputer.com) or call 1-877-EXAM-GED (392-6433) to register, schedule, and pay for the GED test. Credit and debit cards are acceptable forms of payment. The 2014 GED test consists of four content areas, and the cost per content area is \$30. You must bring a valid photo ID (driver's license, state identification card, military ID, or passport) with you on test day. For step-by-step instructions on the registration and scheduling processes, please visit the GED Testing Service tutorial page.

For eligibility to be administered the GED test, candidates must:

- a. Not be enrolled in a public K-12 school, a private K-12 school, a church school, or a private tutoring program registered with the Alabama Department of Education.
- b. Not have earned a secondary school diploma from a public school or a private school registered with the Alabama Department of Education.

NOTE: Those awarded the Alabama Occupational Diploma (AOD) as defined in §290-3-1.02(8)(g) of the Alabama State Board of Education Administrative Code are eligible to take the GED test.

- c. Meet one (1) of the following requirements:

- i. Students Sixteen (16) Years of Age

Individuals Who Dropped Out of a Public School

1. Student must present a notarized Certificate of Exemption from his/her last school system attended AND a notarized and signed Parental Permission Form.
2. Student must have TABE test scores [in all three (3) sub-skill tests at a minimum of ASE Low with a grade equivalent of 9.0 or higher OR official GED Ready test scores in Math and RLA of "Likely to Pass".
3. Student must provide proof of Alabama residency

- ii. Individuals Who Dropped Out of a Private School, Church School, or Private Tutoring Program (Home-School Program)

1. Student must present a notarized and signed letter (Parental Permission Form) from his/her parent or legal guardian naming the school, providing the drop-out date, and stating the student has dropped out of school and has permission to be administered the GED test. Evidence of withdrawal from school must be included.
2. Student must have TABE test scores in all three (3) sub-skill tests at a minimum of ASE Low with a grade equivalent of 9.0 or higher OR official GED Ready test scores in Math and RLA of "Likely to Pass".
3. Student must provide proof of Alabama residency.

- iii. Students Seventeen (17) Years of Age

State approval must be granted based on the following:

1. Individuals Who Dropped Out of a Public School

- a. Student must have participated in an exit interview with his/her high school administration and provide a signed Exit Interview Form. NOTE: The student's refusal to participate in the scheduled exit interview should be documented by school personnel on the Exit Interview Form.
- b. Student must provide a notarized and signed letter (Parental Permission Form) from his/her parent or legal guardian naming the school, providing the drop-out date, and providing parental permission for the student to be administered the GED test.
- c. Student must provide proof of Alabama residency.

2. Individuals Who Dropped Out of a Private School, Church School, or Private Tutoring Program (Home-School Program).

- a. Student must provide a notarized and signed letter (Parental Permission Form) from his/her parent or legal guardian naming the school, providing the drop-out date, and providing parental permission for the student to be administered the GED test. Evidence of withdrawal must be included.
- b. Student must provide proof of Alabama residency.
- b. Interested persons may contact the Assessment Center at (334) 745-6437, ext. 5416, 5557, or 5563.

#### 4. **Specialized Testing Services**

##### a. **ACT Testing**

Southern Union is an approved testing site for the ACT and offers the test on the designated national test dates for the examination in Alabama. The test is given on the Wadley Campus. Interested persons should contact the Assessment Center for the schedule by calling (256) 395-2211, ext. 6416 or 5416.

##### b. **Health Sciences Admissions Testing**

The Assessment Center provides scheduled testing services for admission for certain programs in the Health Science Division. The ACT National or the ACT On-Campus (Residual) test is required for admission to the Nursing, Physical Therapist Assistant, and Radiologic Technology programs. Interested persons should refer to the Health Sciences Division webpage at [www.suscc.edu](http://www.suscc.edu) for complete information and instructions on the application process.

##### c. **WorkKeys Testing**

The Assessment Center administers the ACT WorkKeys assessments for individuals who are seeking employment as paraprofessionals in area school systems that require applicants have the WorkKeys Proficiency Certificate for Teacher Assistants. The Assessment Center is also a certified testing site for the National Career Readiness Certificate (NCRC). Based on test scores, testers will be issued a National Career Readiness Certificate (NCRC) at the platinum, gold, silver, or bronze level. Some area employers require an NCRC for employment candidates, and some students enrolled in a technical program are also required to take this test. Finally, the Alabama Peace Officers Standards and Training Commission (APOSTC) has adopted ACT WorkKeys as the Basic Ability Test (BAT) for law enforcement and correctional officer applicants. Interested persons should contact the Assessment Center at (334) 745-6437, ext. 5563 or 5557 - or email the Assessment Center at [testing@suscc.edu](mailto:testing@suscc.edu).