



# Assessment Exam Schedule

## English and Math Placement

### August 2018



Available Testing Sessions:

#### Walk-in Testing Sessions Mondays and Thursdays (Village 8-5)

Check-in available between **9:00am–1:30pm** on Mondays and Thursdays ONLY. Check-in closes at 1:30pm.

#### Nights & Weekends Testing Sessions (Village 8-3)

**\*Appointment Required\*** To make an appointment for an after-hours evening or Saturday testing session, see below.

### Assessment Schedule

- *Photo I.D. required*
- *Saddleback Student # required*
- *Scratch paper and pencils will be provided to you*
- *Calculators not allowed*

#### Walk-in Testing Dates

Arrive between **9am–1:30pm** to check-in for Walk-in Testing. (VIL 8-5)

Date	Check-in Hours
Thur. 2	9am-1:30pm
Mon. 6	9am-1:30pm
Thur. 9	9am-1:30pm
Mon. 13	9am-1:30pm
Thur. 16	9am-1:30pm
Mon. 20	9am-1:30pm
Thur. 23	9am-1:30pm
Mon. 27	9am-1:30pm
Thur. 30	9am-1:30pm

#### Nights & Weekends Testing Dates

**\*Appointment Required\***  
Arrive by the **Start Time** for your scheduled appointment. (VIL 8-3)

Date	Start Time & End
Thur. 9	4:45pm-8pm
Sat. 11	10:45am-2pm
Wed. 22	4:45pm-8pm

Note: Sep. 2018 Assessment Testing Dates will be available on 8/30/18. Testing is available year-round, every month.

### Requirements for Assessment Testing:

1. Photo I.D. is **required** for check-in. (e.g. Driver's License, High School ID card, Passport, etc.)
2. Saddleback College application for the current/upcoming term is **required**.
3. Cell phones must be **off** in the Matriculation Office.
4. Arrive on time! For **Nights & Weekends**, your appointment has a set Start Time. For **Walk-in Testing**, arrive for check-in between 9:00am–1:30pm on any available Monday or Thursday. (For dates, see **Walk-in Testing Dates** to the left.)
5. Allow 2.5–3 hours if taking all assessment exams (English and Math). For English exam only: allow 1.5 hours. For Math exam only: allow 1–1.5 hours.

The following items are **not** allowed in the Testing Lab:

Calculators; notebooks, binders; headphones; food, drinks (except water bottles). Do **not** bring any of these items to your testing session.

### How to make an appointment for Nights & Weekends sessions:

Log into **MySite** using your Saddleback Student Number and 4-digit PIN. Click on 'My Information' > 'Appointments', then click on 'Make an Assessment Appointment.' Select '**Nights & Weekends**' as the testing type. Available dates will display. Select your testing session date and time.

Appointments for '**Nights & Weekends**' testing sessions can also be scheduled by calling or visiting the Matriculation Office: 949-582-4970 or Village 8-5.

### Matriculation Process

The **Matriculation Process** consists of three **required** steps: (1) Orientation, (2) Math and English placement via Evidence Evaluation or Assessment Testing, (3) Advisement with a First Semester Ed Plan.

Students who want to enroll in **ESL courses** must take the English as a Second Language (ESL) exam. An exam appointment is **required**.



Remember to complete your  
(1) **Online Orientation** and  
(3) **Advisement/Ed Plan**

Click on these graphic images from the Matriculation website:  
[www.saddleback.edu/matriculation](http://www.saddleback.edu/matriculation)



Dates, Times, and Room Locations are subject to change without notice.  
For updates, visit our website: [www.saddleback.edu/matriculation](http://www.saddleback.edu/matriculation)

Matriculation Office • 949-582-4970 • Village 8-5

# Saddleback College

## Matriculation Process

Matriculation is a pre-enrollment process

To submit an application, go to [www.saddleback.edu](http://www.saddleback.edu) and click on **Apply Now**. If you need assistance with your application, please call the Admissions & Records Office: 949-582-4555.

All students that are **required to matriculate** must complete the **3-step Matriculation Process** (see below) before registering for classes. State regulations grant **registration appointment priority** to qualifying students that are in good academic standing.

### Matriculation 3-Step Process

- (1) **Orientation** familiarizes students with campus services and programs. To begin the Orientation, go to [www.saddleback.edu/matriculation](http://www.saddleback.edu/matriculation) and click on the Online Orientation link. Students must pass all sections, including the final exam, to receive credit for completing the Orientation.
- (2) **Math and English Placement** is used as an indicator of the course levels a student should begin with to meet their goals. As of May 2018, U.S. high school transcript data can be used for initial Math and English placement. Students that have completed Math and English courses at another U.S. college or completed AP exams can submit alternative evidence (see below). If neither a high school transcript nor alternative evidence is available, assessment testing is required.
- (3) **Advisement/Ed Plan** helps students to determine their educational goal, plan out their upcoming classes, and prepare a "First Semester Educational Plan." The Advisement session requires your Math and English placement, derived from an evidence evaluation or assessment testing. To begin, go to [www.saddleback.edu/matriculation](http://www.saddleback.edu/matriculation) and click on the Online Advisement link. At the end of the Advisement, you will build a First Semester Plan using My Academic Plan (MAP).

### **Accepted Alternative Evidence for Evaluation:**

It is your responsibility as a student to provide your evidence to the Matriculation Office two weeks prior to your assigned Registration Date to prevent delays. For Math and English placement, you may submit any combination of the following evidence for evaluation:

- **High school transcript** from a U.S. high school with at least 3 years of coursework and passing grades ("C" or higher) in English composition and Math (**Algebra or Calculus**).
- **Transcript** from an accredited U.S. college/university with a completed course in English composition and Math (**Algebra or Calculus**) with a minimum grade of a "C", "P" or "CR."
- **Advanced Placement (AP) score report** with AP English Lang/Lit and AP Calculus AB/BC exam scores. Only scores of 3 or higher are accepted for placement.

Submitting alternative evidence does **not** exempt you from the Orientation or Advisement/Ed Plan steps of the Matriculation Process.

**Only students that have earned a college degree or are concurrently enrolled at a 4-year college or university are exempt from the Matriculation Process.**

### **Registering for Classes:**

Upon completion of the Matriculation Process, you will be eligible to register for classes on your assigned registration date. To view your date in MySite, click on My Information > Appointments.

### Parking

- Parking permit is required on campus at all times.
- Daily parking passes are available at the yellow parking pass dispensers.
- **Parking Lot #1** is closest to the Village.
- Do not use metered parking spaces (2-hour limit).