Virtual Proctoring for Placement Testing

For students who are unable to come to campus for placement testing, The College Board ACCUPLACER's approved virtual proctoring third-party vendor, Examity, is available to students interested in placement testing from home.

IMPORTANT: Students interested in using the virtual proctor, Examity, for placement testing must have access to a computer with a webcam and microphone as well as an acceptable photo ID.

Acceptable forms of ID include:

- **Driver's license**
- **High School ID**
- **Military ID**
- **Middle School ID**
- **State or federal approved ID**
- **College ID**
- **Passport**
- **Tribal ID card**
- **Naturalization card or certificate of citizenship.**

Preparing your testing environment

The Testing Center highly recommends that your test your computer, webcam, microphone and internet speed and connectivity before requesting a testing voucher to ensure compatibility. Information on equipment testing is provided by Examity and found on this webpage: https://examity.com/accuplacer-students/

You must test alone in a quiet room without disruptions.

The following are not allowed during testing:
– Food, drink, calculators, and breaks.

Scratch paper is allowed along with a standard pen/pencil.
– You will be asked to show both sides of your scratch paper to the proctor at the beginning and end of your test session.

ACCUPLACER tests are multiple choice questions and do not have time limits. However, if you are a student seeking testing accommodations beyond extended time for testing, please contact the Services for Students with Disabilities office www.frederick.edu/ssd before requesting a voucher.

Requesting a placement testing voucher

You must have a testing voucher provided by ACCUPLACER. Request one by emailing testingcenter@frederick.edu with your full name, FCC ID number, date of birth, email address and tests that you need to take, such as:

- ACCUPLACER Next Generation Reading
- ACCUPLACER Next Generation Writing
- ACCUPLACER Next Generation Quantitative Reasoning, Algebra and Statistics (QAS)

- ACCUPLACER ESL tests

You will receive your voucher by email immediately after it is generated. Vouchers must be used within 90 days of creation which is the expiration date printed on the voucher. See an example of a testing voucher under "Resources."

Getting started with the virtual proctor

Examity is a secure online proctoring service that allows students to take placement tests when it is most convenient (24/7/365). It does require pre-registration to set up a profile in the Examity platform.

IMPORTANT: When setting up your profile, you must upload a current and valid photo ID and schedule an appointment with Examity. At the time of testing, you will first go through an authentication process where you will be asked to show the same current and valid photo ID.

You will be monitored using artificial intelligence and a lockdown browser to dissuade you from using unauthorized resources on the web or in your testing environment. Artificial intelligence monitors your behavior using the webcam and microphone to detect movement and sounds. Behavior flags are reported to the institution to be reviewed. When taking the ACCUPLACER, you are to follow the Student Code of Conduct and any violations of academic integrity reported may impact your eligibility to register for courses. Please ensure that you are testing in compliance with the requirements listed under "Preparing your testing environment."

Once you received your testing voucher by email, select the link provided by Examity located within the voucher: https://prod.examity.com/accuplacer and register for an account. Once your account is created, open the Examity dashboard to set up your profile, upload your acceptable form of ID, and connect to the proctor.

Resources

Example testing voucher

Examity provides Student Guides in PDF and video format to assist students preparing for the registration process:

Student Guide: https://examity.com/wp-content/uploads/2019/11/accuplacer_student_guide_fnl.pdf

Student Guide Video: https://www.youtube.com/watch?v=98OStU71l7A

Once testing is completed, results are immediately sent to Frederick Community College and an advisor can inform you of your placement.

Student will receive the voucher by email. This is an example voucher along with registration instructions to student from Examity:

This voucher was created for you from Frederick Community College, FCC Main.

Dear First Name Last Name:

Thank you for selecting Examity®, a leader in remote online proctoring, to take your ACCUPLACER test(s). To get started, please go to https://prod.examity.com/accuplacer to register. Once registered you will receive a confirmation email with login credentials. Log into the Examity® dashboard to set up

a profile and schedule your exam using the voucher number below. You must schedule and complete your placement test prior to the voucher expiration date. For more information, please visit us at https://www.examity.com/accuplacer-students or check out the student quick guide at https://examity.com/wp-content/uploads/2019/11/accuplacer_student_guide_fnl.pdf

Voucher Number: XXXXXXX

Your voucher number is valid until: 90 Days from Voucher Creation Date

** You must have your voucher number when you arrive at the remote testing site.

You have been registered to test using the following information:

Branching Profile Name: * NG Quantitative Reasoning, Algebra and Statistics (QAS)

Student ID: 1234567

Examinee Details:

Name of Student

Address if provided

Mobile Phone: if provided

Home Phone: if provided

Email: must be provided

ACCUPLACER Remote Test Site Information

Examity®

Online Location

Natick, Massachusetts, 01760

Email: accuexam@examity.com

Test Center Hours: You may take your ACCUPLACER test with a remote online proctor 24 hours a day, 7 days a week. Please visit our site at https://www.examity.com/accuplacer-student for details on how to schedule your ACCUPLACER test with one of our remote online proctors.

(GMT-05:00) Eastern Time =(US & Canada)

Depending upon your institution's policy, you may be required to pay the remote online proctoring fee upon scheduling your exam. Your remote online proctoring selection allows you to take your ACCUPLACER test from a quiet location, disruption free. Please make sure when you take your exam with us that you have an approved photo ID readily available (approved photo IDs are listed at https://www.examity.com/accuplacer-students). Our online proctors will require you to present your ID to them in order to take your ACCUPLACER test.