September 26, 2016

Dear RN and Advanced Placement RN Program Applicants,

The application process for admission to the RN and Advanced Placement RN Program requires submission of your results from the Test for Essential Academic Skills (TEAS®). Previously, the test was called the TEAS® V exam. A new version, the ATI TEAS® version 6, was released on August 31, 2016.

Students that tested before August 31, 2016 can use the results from their TEAS® V exam for applying to the program as long as the results are no older than 2 years at the time of application. Any student testing after August 31st will have results from the ATI TEAS version 6 exam to submit.

Your TEAS® test results will be taken into consideration in the candidate review and selection process. A detailed TEAS® Information Packet can be accessed here. The packet provides answers to Frequently Asked Questions about the TEAS® requirement, directions for creating an ATI account and instructions for registering to take the TEAS® at NCC. Please review the document carefully.

If you have further questions regarding the exam itself, please go to www.atitesting.com. If you have questions regarding the admission criteria as it relates to the exam, please contact the Admissions office at 610-861-5500.

Sincerely,

Dr. Mary Jean Osborne, RN
Nursing Program Director
(610) 861-5376
mosborne@northampton.edu
The Nursing Department requires applicants to the RN or Advanced Placement RN Associate Degree Nursing Program to submit results from the Test of Essential Academic Skills (TEAS®) as part of the application process. We have compiled a list of questions and answers regarding the exam and our policies regarding taking this exam. If you have further questions regarding the exam itself, please go to www.atitesting.com. If you have questions regarding the admissions criteria as it relates to the exam, please contact the Admissions office at (610) 861-5500.

Updated September 1, 2016/MJO
Frequently Asked Questions

What is the TEAS® test?
Why is the TEAS® used in the NCC admission process?
Who needs to take the TEAS®?
Can I use results of the TEAS V® exam for my application?
Can I still take the TEAS V® exam?
Where do I take TEAS® at NCC?
When is the TEAS® test offered at NCC?
What should I do on the day of my test?
What are the policies of the testing center?
When should I take the TEAS®?
I tested at another school. How can I send a copy of my TEAS score/TEAS transcript to NCC?
Is there a deadline for testing?
What score do I need to be considered for admission into the program?
What are the academic preparedness levels in ATI TEAS®?
How often can I take the TEAS® test?
How do I register to take the TEAS®?
How do I create an ATI account?
What is the cost of the TEAS® test?
Are there additional fees for testing if I am not an NCC student?
How do I prepare for the TEAS®?
What TEAS® score will be used in determining my acceptance?
What should I bring to the test?
How do I get my results?
Can I take TEAS® at a location other than NCC?
Can I use TEAS V® preparation materials to study for the ATI TEAS® test?
What is the difference between the two tests?
Can I use a calculator?
Why can I use a calculator with ATI TEAS® but could not use one with TEAS V®?
Is the ATI TEAS® more difficult than the TEAS V® test?
What content areas are included in ATI TEAS®?
How many questions are in each sub-section of the ATI TEAS®?
Are the content areas in TEAS V® different than those in ATI TEAS®?
How much time will I have to complete each section?
Are the levels of academic preparedness the same for the TEAS V® and ATI TEAS®?
How can I change my TEAS test date?
Frequently Asked Questions (FAQ)
Test of Essential Academic Skills (TEAS®)

What is the TEAS® assessment?
The Test of Essential Academic Skills (TEAS®) administered by Assessment Technologies Institute, LLC (ATI) is a standardized, timed, computer-based multiple choice exam designed to assess the general academic preparedness of students interested in applying to the RN or Advanced Placement RN Associate Degree Nursing Program. It measures knowledge in basic, essential skills in the academic content areas of Reading, Mathematics, Science and English and language usage. The objectives assessed are those that nursing educators deem most relevant for measuring entry level skills and abilities of program applicants. The test not only predicts the performance of incoming candidates, it also helps educators gain advance knowledge of the strengths and areas needing development of those that are accepted into the program.

Why is the TEAS® used in the NCC admission process?
The TEAS® assessment evaluates the academic readiness of applicants to the RN program. The results may also be referenced during the advising process.

Who needs to take the TEAS®?
All applicants to the RN program and Advanced Placement RN Program must submit TEAS® results as part of the application process.

Can I use results of the TEAS V ® exam for my application?
Yes, you can submit TEAS V results as long as the results of the test are dated within 2 years of the date of your application.

Can I still take the TEAS V® exam?
No. The TEAS V exam is no longer available. It was replaced by the ATI TEAS® exam on August 31, 2016. Anyone testing after August 31, 2016 will be taking the ATI TEAS® exam.

Where do I take TEAS® at NCC?
TEAS® will be administered in the Library Testing Center on the Bethlehem and Monroe Campus.

<table>
<thead>
<tr>
<th>Bethlehem</th>
<th>Monroe</th>
</tr>
</thead>
<tbody>
<tr>
<td>NCC Mack Library Testing Center</td>
<td>ESSA Library Testing Center</td>
</tr>
<tr>
<td>4th floor College Center</td>
<td>1st floor Keystone</td>
</tr>
<tr>
<td>3835 Green Pond Road</td>
<td>2411 Route 715</td>
</tr>
<tr>
<td>Bethlehem PA 18020</td>
<td>Tannersville, PA 18372</td>
</tr>
<tr>
<td>Phone: (610) 861-5329</td>
<td>Phone: (570) 369-1810</td>
</tr>
</tbody>
</table>

When is the TEAS® test offered at NCC?
The exam is offered on the Bethlehem and Monroe campuses during the application periods for fall and spring. The last day of testing for fall 2017 admission is February 1, 2017. The last day of testing for spring 2018 testing is September 15, 2017. Any student testing after August 31, 2016 will be taking the ATI TEAS® exam.

You can view the extensive schedule of testing dates on both campuses when you register on-line. Detailed instructions for TEAS® registration are included on page 11 of this packet and can be accessed here.
What should I do on the day of my test?

✔ Report to the Circulation Desk of the library 15 minutes prior to your scheduled test time.
✔ Present your NCC photo ID if you are an NCC student.
✔ Present a valid photo ID if you are not an NCC student.
✔ Present print copy of e-mail confirmation received from ATI at registration.
✔ Know your ATI username and password.
✔ If you are not an NCC student come prepared to pay an additional proctoring fee. The testing center proctoring fee is $20 for up to one hour, and $10 for each additional hour used (all or in part) after that. The TEAS test is 209 minutes in length. The maximum proctor fee for TEAS testing would be $50.

What are the policies of the testing center?

✔ Personal items including cell phones and other electronic devices, watches and wallets must be secured before entering the testing room.
✔ Individual lockers will be provided for your belongings.
✔ Clothing or other items being brought into the test booth may be subject to inspection.
✔ The testing room is under audio and visual surveillance.
✔ Food and beverages are prohibited inside the testing area.
✔ Children are not allowed in the testing room. NCC policy states that children under the age of 16 may not be left unattended on campus.

When should I take the TEAS®?

The results of the exam are only valid for two years. You should seek the guidance of an Admission Counselor or your academic advisor before scheduling your TEAS® exam to avoid unnecessary early testing and cost.
You should not take the exam until the minimum admission requirements to the program are met.
The minimum program admission requirements include:
✔ High school chemistry and biology with labs and grades of B or better.
  (An acceptable substitute for high school chemistry is NCC CHEM 135 with a grade of B or better; for high school biology it is NCC BIOS 115 with a B or better.)
✔ Two years of high school algebra with a C or better.
  (An acceptable substitute for high school algebra I and II is MATH 022 and 026 or MATH 028 with grades of C or better.)
✔ GPA of 3.00 or higher.

Is there a deadline for testing?

Yes. The last day of testing for fall admission is February 1st. The last day of testing for spring admission is September 15th.

I tested at another school. How can I send a copy of my TEAS score/TEAS transcript to NCC?

Go to ATI’s online store, select TEAS Products and then TEAS Transcript from the menu and follow the prompts. There is a $27 charge. Transcripts are sent immediately by email.
What score do I need to be considered for admission into the program?  
Primary consideration for admission will be given to students with a grade of B or better in the program sciences (Anatomy and Physiology I & II; Microbiology) on the first attempt and an overall academic preparedness rating on TEAS® of **Proficient** with sub-section scores at or above the national program (Associate Degree) mean. The national Associate Degree Program mean for overall and sub-section scores for ATI TEAS® are as follows:

<table>
<thead>
<tr>
<th>ATI TEAS®</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Overall</td>
<td>66.1%</td>
</tr>
<tr>
<td>Reading</td>
<td>72.8%</td>
</tr>
<tr>
<td>Math</td>
<td>68.8%</td>
</tr>
<tr>
<td>Science</td>
<td>58%</td>
</tr>
<tr>
<td>English</td>
<td>66.8%</td>
</tr>
</tbody>
</table>

What are the academic preparedness levels in ATI TEAS®?  
There are four possible academic preparedness levels. The definition and range of scores for each level are in the table below.

<table>
<thead>
<tr>
<th>Academic Preparedness Level</th>
<th>Definition</th>
<th>Score Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>Developmental</td>
<td>Scores generally indicate a very low level of overall academic preparedness necessary to support learning of health sciences-related content. Students at this level will require additional preparation for most objectives assessed on ATI TEAS®.</td>
<td>0.0% to 40.7%</td>
</tr>
<tr>
<td>Basic</td>
<td>Scores generally indicate a low level of overall academic preparedness necessary to support learning of health sciences-related content. Students at this level are likely to require additional preparation for many objectives assessed on ATI TEAS®.</td>
<td>41.3% to 58.0%</td>
</tr>
<tr>
<td>Proficient</td>
<td>Scores generally indicate a moderate level of overall academic preparedness necessary to support learning of health sciences-related content. Students at this level can require additional preparation for some objectives assessed on ATI TEAS®.</td>
<td>58.7% to 77.3%</td>
</tr>
<tr>
<td>Advanced</td>
<td>Scores generally indicate a high level of overall academic preparedness necessary to support learning of health sciences-related content. Students at this level are not likely to require additional preparation for the objectives assessed on ATI TEAS®.</td>
<td>78.0% to 90.0%</td>
</tr>
<tr>
<td>Exemplary</td>
<td>Scores generally indicate a very high level of overall academic preparedness necessary to support learning of health sciences-related content. Students at this level are not likely to require additional preparation for the objectives assessed on ATI TEAS®.</td>
<td>90.7% to 100.0</td>
</tr>
</tbody>
</table>

How often can I take the TEAS® test?  
You are allowed to take the TEAS® twice in an application period. There are two application periods per year. If the test is taken more than twice in an application period, only the first two test results will be considered. The minimum time between a first attempt and a repeat attempt is 30 days. Results of testing less than 30 days from a previous attempt will not be considered.
How do I register to take the TEAS®?
Only students who meet the minimum admission requirements to the program and are applying for admission to the RN nursing program or Advanced Placement RN program should register to take TEAS®. You can register for the TEAS® online by visiting www.atitesting.com. Detailed directions for registration are included in this packet beginning on page 11 and can be accessed here. You must register at least 14 days prior to the testing date. Debit or credit card payment is accepted. An ATI account is required to in order to register for the test.

How do I create an ATI account?
The directions for creating a new account are included in this packet on page 10 and can be accessed here.

What is the cost of the TEAS® test?
If you are a student at NCC, the cost to register for TEAS® at NCC is $69.97 including tax. There is no proctoring fee assessed for NCC students.

Are there additional fees if I am not an NCC student?
The TEAS offered at NCC library testing centers is intended for NCC students. You will be reminded off that throughout the on-line registration and payment process on the ATI website. If you proceed with registration and you are not an NCC student, you will be required to pay a proctoring fee at the time of testing. Testing center staff will verify NCC student status before testing begins using the NCC photo ID presented. If you do not present your NCC photo ID a proctoring fee will be assessed. The testing center proctoring fee is $20 for up to one hour, and $10 for each additional hour used (all or in part) after that. The TEAS test is 209 minutes in length. The maximum proctor fee for TEAS testing would be $50 due at the time of testing. Cash, check, or credit card payment is accepted.

How do I prepare for the TEAS®?
Since TEAS® scores are part of your application to a highly competitive program, you should prepare thoroughly for the exam. Study manuals are available for purchase at bookstores including the NCC book stores on the Bethlehem and Monroe campus. A limited number of ATI TEAS® Study Manuals are available for short term use in the library at the Bethlehem and Monroe Campus. Review manuals and practice tests are also available for purchase from the ATI testing site http://www.atitesting.com/ Click on ATI Product Solutions, under Pre-Nursing School select Test of Essential Academic Skills. At the bottom of the page, you can choose from the products offered for ATI TEAS®.

What TEAS® score will be used in determining my acceptance?
Proficiency level, Individual Adjusted Score and scores in each sub-section score will be included in the application review process.
What should I bring to the test?
You must bring the following items on the day of your test:

- Valid NCC Photo ID if you are an NCC student. The testing center will use this to verify student status. **Without a valid NCC student ID you will be charged a Proctor fee for testing.**
- Valid government issued photo ID **if you are not an NCC student**.
- Print copy of e-mail confirmation received from ATI after you registered to take the test. **Do not rely on your smart phone for this information. You will not be able to access your phone for the information once you are seated for the exam.**
- Your ATI username and password. (Needed to log onto the ATI website)
- Two or more sharpened # 2 pencils

How do I get my results?
You can access your results **after** you exit the testing area. Log into your ATI account, under main menu select **My Results**, click on **EXAM** and scores will populate. If you tested at NCC ATI will send your scores to NCC electronically so they can be included in your application. If you tested at another location your fee may include sending your results to one school. If you select NCC your results will be sent electronically. If you do not select NCC, you can request your transcript to be sent to NCC by going to ATI’s online store and selecting **TEAS Transcript** from the menu and following the prompts. There is a $27 charge. Transcripts are sent immediately by email.

Can I take TEAS® at a location other than NCC?
Yes, applicants may choose to take TEAS® at another location. The name of the exam must be ATI TEAS® version 6. The exam must be published by ATI (Assessment Technologies Institute, LLC.). NCC will only accept results from ATI TEAS® version 6.0 if the test date is **after August 31, 2016**.
You can request to send an official TEAS® transcript to NCC through the ATI on-line store for a fee of $27.

Can I use TEAS V® preparation materials to study for the ATI TEAS® test?
No. The TEAS V® preparation materials **will not provide** you with a comprehensive overview of the topics assessed in ATI TEAS® because of the content updates that occurred for the ATI TEAS®.
You should use ATI TEAS® preparation materials when studying for this test.

What is the difference between the two tests?
The ATI TEAS® will be similar in difficulty level to the previous version of the TEAS. Content updates were made to align with current education standards deemed important for entry level health science applicants to possess.

Can I use a calculator?
Yes, the ATI TEAS® allows for the use of a four function calculator. **DO NOT bring your own calculator.** A calculator is embedded within the online version of the exam. If you are taking the test at another location and the paper–pencil version of the test is administered, a four function calculator will be provided by the site.
Why can I use a calculator with ATI TEAS® but could not use one with TEAS V®?
At the time TEAS V® was developed calculator use was not part of the outlined standardized testing environment. With the increasing adoption of calculators throughout standardized testing and feedback from a survey of educators, ATI made the decision to allow calculators for the ATI TEAS® assessment.
The ATI TEAS® will allow for the use of a four function calculator. For the online version of the ATI TEAS®, a calculator is embedded within the exam. If you are taking the test at a location other than NCC and the paper pencil versions of the TEAS test is administered, the testing center will provide a four-function calculator. Although a calculator will be permitted with ATI TEAS®, all questions are written to be solvable without the use of a calculator.

Is the ATI TEAS® more difficult than the TEAS V® test?
No. The ATI TEAS® and TEAS V® have comparable levels of difficulty. A content analysis study was conducted with subject matter experts both in nursing and curriculum to ensure that the blueprint is better aligned with the evolving changes that happen in both of these areas. After the new blueprint was complete, a comparison was conducted to assess possible differences. Further, the equating process makes adjustments to the scores to account for any differences in difficulty across forms so that they are comparable.

What content areas are included in ATI TEAS®?
There are four content areas on ATI TEAS® - English & Language Usage, Science, Math and Reading. The content area and sub-content in each area are described in the table below.

<table>
<thead>
<tr>
<th>Content Area</th>
<th>Sub-content</th>
</tr>
</thead>
<tbody>
<tr>
<td>English &amp; Language Usage</td>
<td>Conventions of Standard English</td>
</tr>
<tr>
<td></td>
<td>Knowledge of Language</td>
</tr>
<tr>
<td></td>
<td>Vocabulary Acquisition</td>
</tr>
<tr>
<td>Science</td>
<td>Human Anatomy &amp; Physiology</td>
</tr>
<tr>
<td></td>
<td>Life &amp; Physical Sciences</td>
</tr>
<tr>
<td></td>
<td>Scientific Reasoning</td>
</tr>
<tr>
<td>Math</td>
<td>Number &amp; Algebra</td>
</tr>
<tr>
<td></td>
<td>Measurement &amp; Data</td>
</tr>
<tr>
<td>Reading</td>
<td>Key Ideas &amp; Details</td>
</tr>
<tr>
<td></td>
<td>Craft &amp; Structure</td>
</tr>
<tr>
<td></td>
<td>Integration of Knowledge &amp; Ideas</td>
</tr>
</tbody>
</table>

How many questions are in each content area of the ATI TEAS®?
The number of test items in each section are in the table below.

<table>
<thead>
<tr>
<th>Content</th>
<th># Questions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reading</td>
<td>53</td>
</tr>
<tr>
<td>Math</td>
<td>36</td>
</tr>
<tr>
<td>Science</td>
<td>53</td>
</tr>
<tr>
<td>English and Language Usage</td>
<td>28</td>
</tr>
</tbody>
</table>
Are the content areas in TEAS V® different than those in ATI TEAS®?
The four content areas are unchanged but there are minor changes to the percentage of the test dedicated to each area. Updates have been made to sub-content areas by adding, removing and updating the language within them. The changes are outlined in the comparison table below.

<table>
<thead>
<tr>
<th>Content Area</th>
<th>TEAS V®</th>
<th>Time Limit</th>
<th>ATI TEAS®</th>
<th>Time Limit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reading</td>
<td>48</td>
<td>58 minutes</td>
<td>53</td>
<td>64 minutes</td>
</tr>
<tr>
<td>Math</td>
<td>34</td>
<td>51 minutes</td>
<td>36</td>
<td>54 minutes</td>
</tr>
<tr>
<td>Science</td>
<td>54</td>
<td>66 minutes</td>
<td>53</td>
<td>63 minutes</td>
</tr>
<tr>
<td>English</td>
<td>34</td>
<td>34 minutes</td>
<td>28</td>
<td>28 minutes</td>
</tr>
<tr>
<td>Total</td>
<td>170*</td>
<td>209</td>
<td>170*</td>
<td>209</td>
</tr>
</tbody>
</table>

How much time will I have to complete each section?
The overall number of questions and time remains the same in TEASV® and ATI TEAS®. There are 170 questions, 20 of which are unscored pretest items. The number of scored questions on which individuals will be evaluated is 150. The total time allotted to complete the test is 209 minutes. *There are 20 unscored pretest questions

Are the levels of academic preparedness the same for the TEAS V® and ATI TEAS®?
Yes, the academic preparedness categories (i.e., developmental, basic, proficient, advanced, or exemplary) are the same.

How can I change my TEAS test date?
All registrations are final. If unable to attend the scheduled test date, you must re-register and pay for a new exam date.
How to Create an ATI Account

If you are not a current user on www.atitesting.com, you must create a new account to access the student portal and make a purchase from ATI's online store. Follow the steps below to create a new account.

✓ From the atitesting.com home page, click Create Account. The Sign-in Information page will display.
   Enter the account information that you will use to sign in to your account or to recover your account. Click Continue to go to the Security Questions page.
✓ On the Security Questions page, select three different security questions, one from each list and enter your answer for each. Be sure to record your questions and answers for your future reference, in case you need to recover your account or you cannot remember your password. Click Continue to enter your personal information.
✓ On the Personal Info page, enter your contact information. Click Continue to enter your Institution information.
✓ On the Institution Info page, select an Institution from the list and if you are seeking a degree, enter a date in Expected Graduation Date. Your NCC STUDENT ID Number is REQUIRED. Your scores will be mapped to your application using this number. Click Continue to enter your Demographic Info.
✓ On the Demographic Info page, enter your Gender, Birth Date, Race, and Primary Language information. Birth Date is required. Click Continue to go to Subscription, Updates & Notes.
✓ On the Subscription, Updates & Notes page, read the Subscription, Updates & Notes information. If you agree to allow ATI to share your information under the terms presented on this screen, select the Yes, I consent check box. Click Continue to go to User Terms and Conditions.
✓ Read the information under User Terms and Conditions. Then select the Yes, I Agree check box to acknowledge that you have read the ATI User Terms and Conditions and agree to be bound by them.
✓ Click Register when you are finished creating your account.
✓ The Sign On window will display and your new Username will be filled in for you.
✓ Enter your Password and click GO to launch the Student Home page.
How to Register to Take TEAS® at NCC in 3 Easy Steps

**STEP 1: Sign on to your ATI account**

- Go to [www.atitesting.com](http://www.atitesting.com). Enter your Username and Password and click **GO** to launch the Student Home page.

**STEP 2: Register for a TEAS Session**

- Click **Online Store** in the upper right corner. The ATI Store page displays. In the Register for column, click **TEAS®**. The Registration page displays.
- Select **Program Type:** **TEAS for Nursing Students**
  - **Country:** **USA**
  - **State:** **Pennsylvania**
  - **City:** **Bethlehem** or **Tannersville (Monroe site)**
- Click **Next**. The **Browse Sessions** page will display.
- Click the **Register** button associated with the session for which you are registering **OR** click the **Learn More** button to open the Product Details window to view details about the session.
- If you clicked **Register**, you will skip to the next window. If you clicked **Learn More**, you will open the Product Details window. Review the information and then click **Register** to add this session to your online shopping cart or click the back button to go back to your Browse Sessions list. After you click **Register**, Click **Yes** to continue. Your Shopping Cart will display.
- Review the information on the screen.
- If all the information is correct and you do not want to purchase additional items, click **Check Out**.
- If you want to make additional purchases, click **Continue Shopping** to return to the Online Store.
- If you do not want to purchase the designated assessment, click **Remove this Item**. The session is removed from your Shopping Cart. Click **Continue Shopping** to return to the Online Store. Go back to choose a different TEAS Assessment session.

**Note:** Supporting TEAS items, such as study aids and extra transcripts, are available from the ATI Online Store. At the Online Store home page, enter **TEAS** in the **Search** field and then click **Go** to display all TEAS-related items.

**STEP 3: Checkout and Pay**

- Enter/confirm your mailing address and provide any additional information and then click **Proceed to Payment Details**. The Secure Checkout: Payment Details screen displays.
  - **Note:** If any required information has not been filled in, you will be prompted to provide the information before you are allowed to continue.
- In the **Payment Information** section, enter your credit card information.
- Check your address information and click **Edit Address** to change the billing information.
- Read the information to the right of the check box. Select the check box to verify that your order is correct and that you have read and agree to the terms of your purchase.
- Click **Submit Order**. If you have a Promotion Code, enter it into the Promotion Code field and then click **Apply Code**.
- After you click **Submit Order**, your Customer Receipt displays. Your receipt includes any additional instructions for your assessment. Your receipt will also be emailed to you to the email address listed in your profile.