



Assessment Schedule

English, Reading & Mathematics

May 2017



Testing Session Types:

Walk-in Testing (Monday–Thursday) Village 8-5

Arrive and begin testing between **9:00am – 1:30pm**. No earlier than 9am. No later than 1:30pm.

*Regular Testing (Nights & Weekends) Village 8-3

***Appointment Required:** to make an appointment, see below.

Exam Dates & Times

- Photo I.D. required
- Saddleback Student # required
- No calculators allowed. Scratch paper & pencils will be provided.

Walk-in Dates & Times

Arrive for Walk-in testing sessions between **9am – 1:30pm**.

Mon.	1	9am-1:30pm
Tues.	2	9am-1:30pm
Thur.	4	9am-1:30pm
Mon.	8	9am-1:30pm
Tues.	9	9am-1:30pm
Wed.	10	9am-1:30pm
Thur.	11	9am-1:30pm
Mon.	15	9am-1:30pm
Tues.	16	9am-1:30pm
Wed.	17	9am-1:30pm
Thur.	18	9am-1:30pm
Mon.	22	9am-1:30pm
Tues.	23	9am-1:30pm
Wed.	24	9am-1:30pm
Thur.	25	9am-1:30pm
Tues.	30	9am-1:30pm
Wed.	31	9am-1:30pm

*Reg/FA Testing

(Nights & Weekends)

*Appointment is required.

Sat.	6	8:45am-12pm
Sat.	6	12:45pm-4pm
Wed.	10	4:45pm-8pm
Mon.	15	4:45pm-8pm
Thur.	18	4:45pm-8pm
Tues.	23	4:45pm-8pm
Thur.	25	4:45pm-8pm

Arrive on time to your appointment.

Late arrivals will not be admitted.

Dates, Times, and Room Locations are subject to change without notice.

How to make an appointment (Nights & Weekends):

- Online: Log in to your MySite account using your Saddleback **Student Number** and 4-digit PIN. Click on *My Information > Appointments*. Click on **Make an Assessment Appointment**. Select **Regular** test type, then click **Search** for available dates. Select your testing date.
- Phone or in-person: **call** 949-582-4970 or **visit** the Matriculation Office (Village 8-5) to schedule a testing appointment. Your Saddleback **Student Number** is required.

◆ To reschedule an appointment, use the methods above. ◆

Requirements for your testing session:

- Photo I.D. is **required** at check-in. (e.g. Driver's License, High School ID card, Passport, etc.)
- Math & English testing takes **2.5–3 hours**. Plan accordingly. If English exam only, 1.5 hours. If Math exam only, 1 or 1.5 hour.
- Calculators are **not** allowed.
- Drinks/open containers are **not** allowed in the computer lab.

Important Information

- The **Matriculation Process** consists of **three** separate components: (1) Online Orientation, (2) Assessment Exams or Alternative Evidence, and (3) Online Advisement including a First Semester Ed Plan.
- Current application: *New & Returning* students need to **apply online** at www.saddleback.edu before making a testing appointment.
- Students who want to enroll in **ESL courses** must take the English as a Second Language (**ESL**) exam. Exam appointment is **required**.



Remember to complete your
ONLINE ORIENTATION
and ONLINE ADVISEMENT/ED PLAN
by going to
www.saddleback.edu/matriculation
and clicking on these graphic images.



Dates, Times, and Room Locations are subject to change without notice.
Please call the **Matriculation Office** at **949-582-4970** or visit our website at:
www.saddleback.edu/matriculation

Saddleback College

Matriculation Process

Matriculation is not a test but a process.

Submit an Application, go to www.saddleback.edu and click on the 'Apply' link. If you need assistance with your application, please call the Admissions & Records Office: 949-582-4555.

All students who are **required to matriculate** must complete the 3-step Matriculation Process (see below) before registering for any classes. State regulations give registration priority to students who are in good academic standing and have completed all steps of the Matriculation Process.

Matriculation 3-Step Process

(1) **Orientation** familiarizes students with campus services and programs. To begin the Orientation, go to www.saddleback.edu/matriculation and click on the [Online Orientation](#) link. Students must pass all sections, including the final test, 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 while also clearing prerequisites. A **testing appointment** can be scheduled in your **MySite** (My Information>Appointments>Make an Assessment Appointment) or by phone: 949-582-4970. Students who have completed a Math and English course at another college/university can submit **Alternative Evidence** instead of testing (see below).

(3) **Advisement/Ed Plan** helps students to determine their educational goal, plan a schedule of courses to enroll in, and prepare a "First Semester Educational Plan." The Advisement session must be done *after* receiving course placement – *after completing the assessment exams or evaluation of Alternative Evidence*. Go to www.saddleback.edu/matriculation and click on the [Online Advisement](#) link to begin.

Submitting Alternative Evidence

It is your responsibility as a student to provide evidence to the Matriculation Office (Village 8-5) a **minimum of two weeks** prior to your assigned registration date. Instead of testing, you may submit the following **evidence** for evaluation:

- Math and English assessment/placement exam results from another California Community College. The placement letter must include course **placements** and raw **scores**.
- **AP score report** with AP English Lang/Lit and AP Calculus AB/BC exam scores. Score of 3 or higher is accepted. (Freshman Advantage students may submit only *after* assessment testing.)
- **Transcript** from an accredited college/university with a completed course in English composition and Math (Algebra or Calculus) with a minimum of a "C", "P" or "CR" grade.

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

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

Register for Classes: Upon completion of Matriculation, you will be eligible to register for classes on your assigned registration date (available in your MySite under My Information>Appointments).

Parking

- Parking permits are **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).