

**4.055**

**Assessment for Placement**

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*Mohave Community College wants students to be successful in their courses. The assessment screening is a tool to diagnose students' readiness for, and probability of success in college courses, especially those courses that require minimum skill levels in reading, English composition or mathematics.*

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*Date of Adoption: Adoption of Manual: July 2008*

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#### Assessment Screening Required

Mohave Community College requires the following categories of students to take the assessment:

- Students planning to register for credit classes for the first time who have not previously taken skills assessment at MCC;
- Students receiving financial aid
- Students whose educational objective is a degree, a basic technical or advanced certificate, or transfer to another educational institution.
- All students seeking dual enrollment.
- All students who took a placement examination more than two years ago and whose scores have not been used for placement decisions.
- All students who took a placement examination more than two years ago whose scores were used for placement, but who have not yet passed the course in the corresponding subject area.

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Assessment Instruments

ACCUPLACER® is a computer adaptive test developed by College Board® and is administered on a computer. It consists of three sub-tests focusing on Writing, Reading and Mathematical skills.

Instructions and questions are shown on the computer monitor and answers are selected using the keyboard or the computer mouse. The computer automatically determines which questions are presented based on the test taker's responses to prior questions. This technique "zeroes-in" on just the right questions to ask without being too easy or too difficult. The greater the demonstrated skill level, the more challenging will be the questions presented. The computerized assessment process is not timed, and may be repeated.

ACCUPLACER® is used to determine what a student remembers and maybe has forgotten, about a subject. It is not a pass/ fail tests, but an assessment instrument used to determine the best class for a student.

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**Assessment for Placement  
Multiple Measures**

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Multiple Measure Placement

To view the criteria for placement refer to the MCC Placement Guide, located in the Academic Catalog.

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Assessment Screening Waiver

Assessment screening may be waived if the student provides the following:

1. A transcript or diploma that shows completion of an accredited associate's degree (or higher) at the time of registration.
2. A current Compass or ASSET assessment screening score.
3. An official transcript listing the equivalent English or math courses with a grade of "C" or better,
4. Documentation showing appropriate ACT/SAT score for English and math.

English	Minimum Score
ACT English	21
SAT Verbal	530
Mathematics	Minimum Score
ACT Mathematics	24
SAT Mathematics	540

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#### The Assessment Process

Applicants who to take the assessment are scheduled by Advising or Testing personnel. Before the test is administered the tester must:

- Complete an Application for Admission
- Pay a fee, if required
- Submit a picture ID
- Present personal calculators for inspection to assure guidelines are met.

Assessment test scores are saved in a database file after the testing session. Scores are posted in Jenzabar EX as part of the applicant's computerized permanent record.

The scores made by a student on the assessment test will be considered valid for placement purposes for a period of two years from the date of the most recent assessment.

Each tester will have a follow-up session with an advisor. The advisor will provide the tester with an interpretation of his/her assessment scores, complete information about his or her academic standing and the various MCC programs available.

#### Preparation for Assessment Screening

An Assessment Guide that provides information on the assessment screening procedure is available at each campus Student Services Office. A copy of this guide is also available on the Mohave Community College web site at [www.mohave.edu](http://www.mohave.edu).

Students may review sample questions that are available on the ACT/Compass web site at: [www.act.org/compass/sample](http://www.act.org/compass/sample)

Students may use their own Internet access or use computers in the MCC library or Student Learning Commons to view the sample questions online.

#### Assessment Screening Fees

Mohave Community College currently charges an assessment screening fee for the COMPASS.

#### Assessment Fee Collection

Varies by campus.

#### Assessment Retake Policy

Assessment screening may be retaken at the discretion of a student services specialist, local assessment coordinator, campus student services manager or admissions counselor. The scores on the subsequent retake will be recorded and the highest score received within a period of two years will be used.

Assessment Guidelines

The following guidelines must be adhered to before, during, and/or after taking a test. Test takers must refrain from the following:

- Giving or receiving assistance from other examinees.
- Submitting another person's work as your own, such as having your test taken by someone else.
- Taking or attempting to take a test for another person.
- Working on or reading the test during a time not authorized by the test center staff.
- Removing or attempting to remove a test book, a test question, or a portion of a test in any format from the testing room.
- Using or having books, notes, earplugs, headsets, rulers, listening devices (including Bluetooth), paging devices (beepers), cellular phones, recording or photographic devices, papers of any kind, or other aids unless specifically authorized.
- Forging signatures, presenting false identification, or falsifying information on an official academic document, grade report, letter of authorization, transcript, test scores or any other official MCC document.
- Reproducing, circulating, or otherwise obtaining advance access to test materials.
- Creating a disturbance or any disruptive behavior.
- Attempting to bribe a member of the test center staff to obtain a copy of a test or any confidential information about the test.
- Attempting to remove scratch paper or notes of any kind from the testing room.
- Attempting to tamper with a computer.
- Failing to follow directions issued by a member of the test center staff.
- Gesturing to another candidate in an attempt to communicate.
- Entering the testing room with food and/or drinks.
- Refusing to adhere to any other regulation.
- Attempt to use personal calculators that do not meet the established ACT guidelines.

Individuals who exhibit any of the above mentioned behaviors will be subject to appropriate action as specified in the College's Code of Conduct of MCC's Students' Rights and Responsibilities Handbook. Incidents will be reported to the appropriate College Official for review and to the department or agency that is associated with the testing program.

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Precollege Studies Assessments

Adult Basic Education (ABE) Test of English Language Acquisition for Adults (BEST)

The BEST is the state mandated test for speakers of other languages and is a requirement for those who are taking an English Language Acquisition for Adults (ELAA) ABE grant-funded course. These courses lead to improved skills in listening, speaking, reading and language arts.

A pre-test is given during orientation and an appropriate course level is assigned.

Students are required to complete a post-test at each level to determine educational gains.

If a student is returning after an absence of more than two semesters, the orientation and BEST must be retaken to establish the appropriate course enrollment.

Test of Adult Basic Education (TABE)

The TABE is the Test of Adult Basic Education and is a requirement for taking a non-ELAA ABE grant-funded course (including GED classes) that leads to improved skills in reading, language arts and math.

The state mandated pre-test is taken during the orientation course and the post-test follows in the respective class.

If a student is returning after an absence of two semesters or more the orientation course and the TABE test must be retaken to establish the appropriate course enrollment.

MCC Connect (866-664-2832) can provide information on GED preparation and testing.

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