

El Paso Community College - Assessment Testing Referral Form

Talk to a Team Member Live: www.epcc.edu/Services/TestingServices > Get Connected > Connect Now > Join Session

On Campus and Virtual Office Hours: Monday thru Friday 8:00am - 5:00pm (No appts made after 4:45)

Part 1 - Completed by Student (FORM MUST BE COMPLETED IN INK)

Last Name: _____ First Name: _____ Date of Birth: _____

EPCC ID: _____ Telephone: _____ Email: _____

My signature indicates that I have read, understood, and will comply with the rules of test participation as indicated on the front and back of this form. **Ranking Students:** I agree that the test(s) checked off are the test(s) needed.

Student Signature: _____ **Date:** _____

Part 2 - Completed by Testing Staff or Counselor/Advisor

TSIA.2 Test Fees: See below		Test scores are valid for five (5) years	
FULL BATTERY (ELAR MC, Essay, Math): \$29.00 First time testing: Even if only one subject is needed.	RETEST/RANKING: \$15.00 per subject		PAAM Date: / /
TSIA tests are self-paced. All test sections must be completed within a four (4) hour maximum time period.	Retest: Scores (current/expired) Ranking: Even if it is the first time testing.		
	For Testing Services Staff:		Sections Questions
Full Battery	PTWE _____	PTMT _____	ELAR Essay 1 Topic
ELAR Multiple Choice (MC) & Essay	PTER _____	PTMD _____	* ELAR MC 30 Items
ELAR Essay Only	PTED _____	PTML _____	* Math 20 Items
ELAR MC Only	PTEL _____		* You may be required to complete an additional section of 48 questions per subject.
Math			

ESL Test Fees: \$15 Testing fee covers one or all sections of the test during one appointment. Test scores are valid for two (2) years

Full Battery	The test and instructions are given only in English	For Testing Services Staff:	Sections Questions
Listening		PAEL _____	Language Use 20 Questions
Reading		PAER _____	Listening 20 Questions
Language Use (Grammar)		PAEU _____	Reading 20 Questions
WritePlacer ESL		PAEW _____	Writing - Essay 1 Topic

ESL assessment tests are self-paced. All test sections must be completed within a four (4) hour maximum time period.

Spanish Placement Test Fee: \$10 Test scores are only valid at EPCC for one (1) year and are not transferrable

Spanish Placement PS1 _____ Each section contains 25 questions.

You MUST wait three (3) months before retesting You might **not** need to take all four sections.

Each test section must be completed within a **20 minute** time period. Maximum test time will be **1 hour and 20 minutes** (80 minutes)

Part 3 - Verified Part 1 & 2 and scheduled appointment by Testing Services Staff

Enrollment Status: New Returning Transfer Ranking ESL High School Home School Veteran Cont Ed Other:

Appointment Date: ____/____/____ Day: M T W Th F S Time: _____ Campus: _____ Staff: _____

MDP Campus Rm A-101 831-7038 10700 Gateway East 79927	NW Campus Rm M-68B 831-8870 6701 South Desert Rd 79932	RG Campus Rm D-204 831-4050 103 Montana (Oregon) 79902	TM Campus Rm 1607 (Library) 831-5093 9570 Gateway North 79924	VV Campus Rm S-75 831-2347 or 831-2344 919 Hunter Dr 79915
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ACPT - 11000-00000-51123 Test fees are valid for four (4) months from the date of payment. Receipt # _____ Total: \$ _____	<input type="checkbox"/> Military Exemption (Shows as MVEX in Banner) <input type="checkbox"/> Needs NSO Appt NSO Date: _____	<i>Comments: (Testing Staff Only)</i>
Referred by Counselor/Advisor/Other: _____	<input type="checkbox"/> Referred to FYE Office <input type="checkbox"/> Referred to Intervention	

The El Paso Community College District does not discriminate on the basis of race, color, national origin, religion, gender, age, disability, veteran status, sexual orientation, or gender identity.

TESTING GUIDELINES

Learn more about testing at www.epcc.edu/Services/TestingServices Talk to a Team Member Live > Get Connected > Connect Now

▶ It is recommended that you go to Campus Police and request a Visitor Parking Pass for the day of testing.		
▶ You must present this referral form at the time of testing. By signing your test referral form, you agree that you understand and will comply with the rules of test participation. We encourage you to view our website for additional information.		
▶ You must present an acceptable valid picture ID on the day of the test - No ID, No Test.		
* Valid Texas DPS Driver's License or ID card	* Valid US military ID card	* COPIES OR PICTURES OF ANY FORM OF ID ARE NOT ACCEPTABLE
* Valid passport/US Government immigration ID	* College or High School ID card	
* Valid other state issued Driver's License		
▶ Absences on test date, late arrivals, or failure to bring acceptable ID will be considered a missed appointment and you will forfeit the test fees and no refunds or rescheduling will be permitted. You must pay again before being given another appointment.		
▶ If you are unable to keep your appointment or need to make any changes, please call or log into our Virtual Office.		
▶ You may only cancel/change your appointment three (3) times. After the third cancellation, you will be required to pay again.		
▶ Once you have started entering your identifying information into the test site and started the testing process, you will be considered to have taken the test and no refunds will be allowed past this point. If you request to leave before completing all sections, you will be required to pay additional fees for another test session. Scores will not be available unless test session is completed.		
▶ Do not bring children, friends, test aids, cell phones, head phones/bluetooth, watches, caps/hats, pencils, pens, paper, calculators or other electronic devices to the test session. (Scratch paper and pencil will be provided and collected by Testing Staff)		
▶ Test scores may be released to other EPCC departments, as appropriate, to facilitate your enrollment and registration process.		
▶ You must complete the Pre-Assessment Activity Module (PAAM) and pay the test fee prior to making a testing appointment.		
MUST complete PAAM (state requirement) before scheduling test appointment		<i>* If you need help with your EPCC ID number or password, Go to EPCC.EDU Click on Menu and go to ACCOUNT RECOVERY or Call the EPCC Help Desk at 915-831-6440</i>
1. Using Google Chrome: Go to www.epcc.edu		
a. In the Search Box enter PAAM		
b. Click on Placement Testing		
c. Click on Pre-Assessment Activity Module (PAAM)		
*1 User ID is: EPCC # ID		
*2 Password: Your birthdate (MMDDYY)		
d. Complete Pre-Assessment Activity Module		
e. Click on Submit and close browser		
2. Go the Testing Center to make a testing appointment		
→ You will be given four (4) hours per session to complete your TSI test(s). Depending on your test results you may be required to take additional Diagnostics for ELAR or Math sections of the TSI.		
→ The Testing Services staff will provide you with scratch paper, instructions, and a pencil. No other materials are allowed. The Math portion of the TSI has a calculator that will be available on the upper right side of the screen when the test determines a calculator might be needed.		
→ If you are unable to complete your test during the four (4) hour period, you will be required to make an appointment at a later date to finish testing. You may have to test at another campus if a seat is not available. You must finish incomplete tests within 10 working days or your scores will expire. Weekend system maintenance may require any open session to start over with question #1. The \$15 test fee per subject applies for any subjects not completed.		
→ Once you have completed testing, you will be provided with a copy of your test results.		
→ New Students: You will be referred to the First Year Experience Office and Scheduled for a New Student Orientation (NSO) session.		
→ Returning/Transfer Students: Please see a Counselor/Advisor after 24 hours when the scores are uploaded into the EPCC system.		
→ Test scores will be uploaded into the EPCC system after 24 hours, but you cannot be advised until all test(s) are completed.		
Important Information regarding the Campus Carry Law		
The law allows individuals who hold a concealed handgun license to carry a concealed handgun on Texas public community college campuses beginning August 1, 2017. EPCC has designated certain areas as " GUN FREE ZONES " - All Testing Areas and Laboratories including their respective storage rooms, Intercollegiate outdoor playing fields, and EPCC Police Dispatch Office.		
Go to www.epcc.edu/Services/Police/campus-carry for additional information.		

EPCC Referral Rev April 2024