



## FS 102 Test-Out Exam – Information and Procedure

First year seminar courses are designed to promote student success. Topics in HACC's first year seminar include educational technology, life planning, self-management, and college policies and procedures. Study materials are located at

<http://www.hacc.edu/NewStudents/PlacementTesting/index.cfm>

Any student who is pursuing a major which requires college placement testing in reading, writing and/or math will be mandated to complete a minimum of a 1-credit FYS.

A student has the opportunity to test-out by taking the FS 102 Test-out Exam, a 50 question, multiple choice test. Students must achieve a passing score on this test to be exempt from the FS 102 requirement. The cost of this exam is \$10.

If a student passes the exam and would like to earn 1-credit for FS 102, an additional fee of \$80 can be made at Cashiering/Welcome Center along with the completed FS 102 Test-Out Exam Authorization Form

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### Procedure:

1. After meeting with an advisor, take this form to campus Welcome Center and pay \$10 exam fee. Bring receipt of payment, HACC ID and signed form with you at test appointment.

*NOTE: If taking test at Harrisburg Campus, pay \$10 fee at Test Center.*

2. Once results are posted at the end of the exam, score will be recorded to student academic record. A passing score will exempt student from taking FS 102.
  3. If student wants to earn 1-credit with passing score, an \$80 fee and a completed form must be processed at Cashiering/Welcome Center.
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**FS 102 Test-Out Exam Authorization Form**

Student Name: \_\_\_\_\_ HACC ID#: \_\_\_\_\_

**Part I – Advisor**

Student Name: \_\_\_\_\_ HACC ID#: H \_\_\_\_\_

Email: \_\_\_\_\_ Telephone: \_\_\_\_\_

The above student is required to take FS 102 as FYS requirement for major and qualifies to take the test-out exam: \_\_\_\_ YES \_\_\_\_ NO

The above student has not previously taken the FYS Test-Out Exam and understands this test can only be taken once: \_\_\_\_ YES \_\_\_\_ NO

Advisor signature and date: \_\_\_\_\_  
\_\_\_\_\_

**Part II - Cashier (located at campus Welcome Center) Cashier initials and date \_\_\_\_\_**

Student paid initial \$10 fee to take FS 102 test out exam \_\_\_\_ YES \_\_\_\_ NO  
*(payment of \$10 to take test is paid at campus Welcome Center or Harrisburg Campus Test Center)*

**Part III - Testing Center Individual Score Report: \_\_\_\_ Yes \_\_\_\_ No Test Center initials and date: \_\_\_\_\_**  
\_\_\_\_\_

**Part IV- Cashier (located at campus Welcome Center) Cashier initials and date \_\_\_\_\_**

Student paid additional \$80 to earn 1 credit for FS 102 \_\_\_\_ YES \_\_\_\_ NO

**Part V - Registrar**

Date received in Registrar's Office and recorded: \_\_\_\_\_

9/24/2019 – raj

9/27/2019- ec

10/3/2019 - raj

