

## Edison State Proficiency Exams Information and Registration

### Proficiency Tests

<u>Proficiency Tests</u>	<u>Edison Course</u>
Intro to Health Care (1)	ALH 101S
Health Care Med Terminology (3)	ALH 151S
Intro to Financial Accounting (4)	ACC 121S
Intro to Managerial Accounting (4)	ACC 122S
Human Biology (4)	BIO 124S
Anatomy & Physiology I (4)	BIO 125S
Anatomy & Physiology II (4)	BIO 126S
Introduction to Business (3)	BUS 110S
Introduction to Computers (1)	CIS 100S
Introduction to Word Processing (1)	CIS 101S
Introduction to Spreadsheets (1)	CIS 102S
Introduction to Databases (1)	CIS 103S
Intro to Presentation Graphics (1)	CIS 104S
Spreadsheets (3)	CIS 202S
Database Applications (3)	CIS 203S
Computer Concepts & Applications (3)	CIS 110S
Programming Logic and Design (3)	CIS 121S
Operating System Concepts (3)	CIS 211S
Java Programming I (3)	CIS 221S
C++ Programming (3)	CIS 223S
C# Programming (3)	CIS 224S
Visual Basic Programming (3)	CIS 225S
Spreadsheets (3)	CIS 232S
Windows Based Databases (3)	CIS 236S
Print Reading & Sketching (2)	EGR 110S
Business Mathematics (3)	FIN 119S
Intro to Human Resource Mgt (3)	HRM 110S
Environmental Health & Safety (3)	IMT 112S
AutoCAD I (3)	MET 130S
Geometric Dim & Tolerancing (3)	MET 236S
Design with SolidWorks I	MET 245S
CNC Programming (3)	MFG 234S
Metrology (3)	MFG 110S
Effective Supervision (3)	MGT 110S
Intro to the Medical Laboratory (3)	MLT 121S*
Clinical Chemistry (4)	MLT 230S*
Clinical Microbiology/Parasitology (4)	MLT 245S*
Clinical Hematology/Homostasis (4)	MLT 250S*
Applied Mathematics (3)	MTH 115S
College Algebra (pending)	MTH 122S
Trigonometry (3)	MTH 123S
Document Processing I (3)	BUS 120S
Office Procedures (3)	BUS 130S
Records Management (3)	BUS 131S
Intro to Supply Chain Mgmt. (3)	SCM 110S
Warehousing Basics (3)	SCM 130S
Securing the Supply Chain (3)	SCM 230S
Basic Welding (2)	WLD 111S

\*Must earn a grade of "B" or better.

Proficiency exams are essentially comprehensive finals for the course. Please see the course syllabus in the online catalog for course goals.

### Proficiency Exam Student Requirements

1. Complete the registration form (on reverse side)
2. Return this form to the Cashier's Office with payment.
  - a. Exams are \$30 per credit hour.
3. Bring a picture ID on the day of testing. Some tests allow calculators. Check with Testing Services if you are unsure.

### Test Process

1. The Cashier's Office will forward your registration form showing payment received to Testing Services.
2. Testing Services will assign a proctor.
3. You will be contacted by Testing Services via phone or Edison email to schedule an exam time.
  - a. Be sure to note the date, time, and location of the exam to be administered.
  - b. If you need to change your scheduled exam date or time, notify Testing Services at 937-778-7959 as soon as possible.
  - c. There are no refunds for missed exams.
4. If you receive a passing score, credits (no grades) will be posted to your transcript. In most cases, a passing score is 70% or higher.
  - a. Results will be posted to your transcript within two weeks. They may be viewed through your MyESCC account.

### Reminders

- You may **NOT** take an exam for a class for which you are currently enrolled.
  - If you are enrolled in the course, you must drop the course in order to take the exam.
  - You may not enroll in a course you are testing out of after the semester has begun.
- Failed tests may not be repeated for at least one year.
- There are no refunds for failed tests.
- Due to Federal FERPA Law, results cannot be given over the phone.



## Edison State Proficiency Exam Registration Form

**Student** – please submit this form to the Cashier's office with payment (\$30 per credit hour). This form will then be forwarded to Testing Services.

_____	_____	_____
Last Name	First Name	M.I.
_____		
Street	City	State Zip
_____		
Home Phone	Cell Phone	
_____		
Student ID	Email Address	
_____		
Course Name	Course #	Amount Due
_____		

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### Cashier's Office Use Only

Is the Student currently enrolled in this course? YES ☐\* NO ☐

\* IF YES, Please do not process! Send Student to Student Affairs.

_____	_____	_____
Test Fee Paid	Cashier's Office Signature	Date

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### Administrator Use

_____	_____	_____	_____
Date Exam Administered	Date Graded	% Grade	Credits Awarded

Proctor Name \_\_\_\_\_ Proctor Signature \_\_\_\_\_

**Testing Services** – Please submit this form to the Dean of Arts and Sciences and the Registrar.

Proctor Fee Submitted _____
By _____

Date Grade Posted _____
By _____