

UPDATE: THE FALL 2012 TEAS® EXAM TESTING WILL BE TEAS® V (VERSION 5.0) – ACCESS TO THE TEAS EXAM WILL BEGIN JANUARY 9, 2012

Thank you for your interest in taking the Test of Essential Academic Skills **TEAS® V** (Version 5.0) examination that is required for admission to the Indiana State University College of Nursing, Health, and Human Services LPN/LVN to BS track of the baccalaureate nursing degree program. There are no exceptions. **ALL incoming LPNs are required to complete the TEAS examination, even if one holds a previous BS, BA, or MS Degree.** The TEAS examination is a 3.5-hour computerized examination that measures abilities in Math, Reading, Science, and English. **The ATI weblink for the Study Manual and Practice Exam is:** http://www.atitesting.com/ati_store/product.aspx?zpid=1229

IMPORTANT FOR THE PROCTOR: Please go to the ATI homepage to make sure you are running a Silverlight-compatible Windows operating system on the computers used for the Proctor and Student (orange box).

The TEAS Exam Proctor Form is available at <http://www.indstate.edu/nursing/pdfs/testing-program-docs/proctor-forms/distance-ati-teas-proctor-form.doc> (If a password is requested, click on **CANCEL**)

- 1) The TEAS Exam for distance students must be administered by a **qualified** proctor in your area.
 - a) A librarian or someone in an administrative or professional staff position at the library.
 - b) A certified teacher, a school counselor, administrator, or another school district official in a supervisory position (superintendent, principal, or assistant principal).
 - c) A faculty member or administrator of a regionally accredited institution.
 - d) A military officer (must be higher rank than student) or a military Educational Counselor.
 - e) A corporate or government agency education official (corporate trainer, human resources staff member, development coordinator, etc.).
 - f) An ordained clergy member (minister, priest, rabbi, pastor, etc.).

Proctors may not be:

- a) A friend or relative.
- b) A student in the same nursing program.

WHEN YOU ARE READY TO TAKE THE EXAM:

- 1) **Fax the TEAS Exam Proctor Form to Kim Kimbler at 812-237-4030.**
- 2) Once we have received the Proctor Form and proctor verification has been completed by the Nursing Testing Office, your proctor will be sent an e-mail providing him/her with the access code and password to administer your exam.
- 3) You will be required to pay the TEAS exam fee directly with ATI at the time you take the exam. The exam fee is \$35.00 and must be paid with a debit/credit card. If you do not have a debit/credit card, please contact the ISU Nursing Testing Coordinator at franci.rubin@indstate.edu or **812-237-2726 or 812-237-8626**. Please make sure you bring a debit/credit card to your exam. If you do not pay at the time of the exam, you will not be allowed to take the exam. "How to Pay" PDF: <http://www.indstate.edu/nursing/pdfs/testing-program-docs/how-pay-for-teas-exam.pdf>

PRIOR TO TESTING DATE: You should log onto ATI's Web site at www.atitesting.com to create a username account and become familiar with the site. The Proctor will also set up his/her own New User Account. When the Proctor sets up his/her ATI account online, it will take **72 hours to change from Student status to Proctor status** (within the 5 day business week – not including weekends).

AT THE BEGINNING OF THE EXAM: Students taking the TEAS® V (5.0 Version) through Indiana State University (IN State U) – **DO NOT** request a "TRANSCRIPT" of your TEAS Exam Results to be sent to ISU. There is an extra \$25.00 charge for this request thru ATI. ISU can automatically review your results. You only need to request TEAS transcripts if you have previously taken the TEAS Exam through another institution other than **IN State U** **OR** you are requesting the TEAS Exam to go to another institution besides ISU.

The TEAS exam must be successfully completed in time to submit your test scores with your nursing admissions application to the College of Nursing, Health, and Human Services prior to the admissions deadline of June 1 for Fall semester admission and November 1 for Spring semester admission. **The exam may ONLY be taken twice per admission period.**

Please feel free to contact me by email kim.kimbler@indstate.edu with any questions. The nursing webpage also provides this information at: <http://www.indstate.edu/nursing/programs/testing/pre-admission-testing.htm>

Thank you and best of luck with the examination!

Kim Kimbler
ISU Program Development Specialist
College of Nursing, Health, & Human Services
Terre Haute, IN 47809
Toll Free: 888-293-4842 press 2
Local: 812-237-2318
Fax: 812-237-4030
E-Mail: kim.kimbler@indstate.edu