

## Regents' Test Information—Spring 2010

**TO:** \*Regents' Test Examinees  
**FROM:** Duane A. Benson, Regents' Test Coordinator  
**RE:** Regents' Test Administration for Spring Semester 2010  
**DATE:** November 9, 2009

This is to remind you that the Regents' Language Skills Examination (**the Regents' Test**) will be administered on **Tuesday, March 16, 2010 at 1:00-3:30 pm and again 6:00-8:30 pm.**

For first time takers only, the **1:00-3:30 pm testing** will be done at several locations on the SGC campus, according to the alphabetical listing of your last name:

<u>Last Name Starting With</u>	<u>Location</u>
A-L	Stubbs Hall, room 142
M-R	Collins Hall, room 108 (Laird Auditorium)
S-Z	Nursing/IT Classroom Building

**For repeaters only** (one or both parts of the test) the **1:00-3:30 pm testing** will be held in **Room 202 in Peterson Hall.**

The **6:00-8:30 pm testing** will be done in only **one location** on campus, **Room 142 in Stubbs Hall.**

If you do not know the time of the test for which you are registered, check your schedule on banner web. Follow this guideline:

**Day Testing (1-3:30 pm):** CRN 20070 and 20072

**Night Testing (6-8:30 pm):** CRN 20071 and 20073.

For all tests, students should begin to check in for the test at **least twenty minutes** before the scheduled hour.

Students taking the Regents' Test for the first time **must** take both parts at one sitting. The Regents' Test consists of two parts, an ***Essay portion and a Reading*** portion. Social Security numbers are no longer used on the answer sheets. Students must have their student 928-ID number with them when they sit for the Regents' Test. You can obtain your student ID number from the Registrar's Office or from the SGC web site (click on "TigerID Lookup" at the bottom left of the SGC front page).

Bring two #2 pencils (sharpened), one or two pens (**black ink only**) and **photo-bearing identification**, such as a college identification card or a driver's license. No other materials will be needed: i.e., notebooks, clipboards, liquid paper, etc. Students may use a dictionary (including an electronic type that must be pre-approved by the Coordinator) during the last fifteen minutes of the essay portion of the test. Each student must provide his or her own dictionary. You will not be allowed to borrow one during the Test.

**Please turn over for more important information:**

Please note a very important policy change. The following policy applies to students who fail to attend the Regents' Test:

### **Regents' Test No-Show Policy**

*Effective July 1, 2009, any SGC student who has registered for the Regents' Test but fails to take the test will earn a grade of U (unsatisfactory) for the test. Students who take the test but fail the test will earn a grade of IP (in progress).*

*Students who earn a U on either part of the Regents' Test will be required to take the appropriate remediation course(s) before taking the test again. A hold will be placed on the student's academic record until the student registers for the appropriate remediation course(s). Remediation courses, one for reading and one for the essay, are each 3 semester hours of credit and do not count towards a program of study.*

*Students who earn IPs twice on either part of the Regents' Test will be required to take the appropriate remediation course(s) before taking the test again. A hold will be placed on the student's academic record until the student registers for the appropriate remediation course(s).*

*Exceptions to this policy may be rarely made on a case by case basis. Appeals should be forwarded in writing to the Regents' Testing Coordinator (located in the Division of Humanities/Learning Support) no later than one week past the end of the semester in which the test was to be taken.*

If there are any questions concerning the Regents' Test, please call 260-4297 or stop by the main office in Davis Hall, Room 104.

Thank you for your cooperation in helping this important academic event run smoothly.

\*You have received this notice because your name was on the enrollment list of those students who have registered to take the Regents' Test this semester.