



**SAN JUAN COLLEGE**  
*Testing Center*

**OFFERING Remote Testing for the  
Physical Therapist Assistant Program**

**Psychological Service Bureau (PSB)  
Health Occupations Entrance Exam**

***IMPORTANT – READ ALL DETAILS CAREFULLY!!***

<b>Step 1</b>	Pay your fee at the San Juan College Business Office. The cost is \$45 for remote testing. Call 505-566-3396 to pay by phone.
<b>Step 2</b>	Go to the <a href="#">Consortium of College Testing Centers</a> and try to locate a testing center near you. If you are unable to locate a center near you from the Consortium, contact your local college testing center. IF you are unable to locate a center, call the San Juan College Testing Center for assistance at 505-566-3393.
<b>Step 3</b>	Call the Testing Center that you have selected and request an appointment for a <b>three-hour, proctored, internet based exam</b> . Note: Some testing centers will charge for this service.
<b>Step 4</b>	Once you have both the receipt number from the Business Office, and the date and contact information for your Testing Center appointment, email or fax the completed form below to <a href="mailto:testingcenter@sanjuancollege.edu">testingcenter@sanjuancollege.edu</a> or 505-566-3455.
<b>Step 5</b>	We will work with your Testing Center to administer the exam. All communication will be via email, unless there is a technical problem.

**Details:**

- You will have a maximum of three hours to take this computerized exam.
- You must bring two forms of ID with you to take the test. One must be a government issued photo ID.
- For entrance into the PTA program for **January of 2010**, **the deadline to set up an appointment to test is July 15. Testing must be completed by August 1, 2009.**
- You may retest after 30 days.
- For more information about the exam, go to [www.psbtests.com](http://www.psbtests.com) and look at the Health Occupations Entrance Exam. There is no official study guide.

**San Juan College Testing Center**  
Room 7132, Information Technology Building  
(505) 566-3139 or 566-3139  
Government Issued Photo ID required for all exams



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## Request for Remote Proctored PSB HOAE Examination

Our hours are **8:30 AM to 4:30 PM Monday – Friday** (Mountain Standard Time),  
**Saturdays 8:30 AM – 3:30 PM**. We are closed Saturdays during July.

**We ask that you schedule your remote testing during our business hours so that we can assist if there are technical problems. If you test outside of these hours and your test locks up, we will be unable to assist you.**

**Once your exam is set up and the fee is paid, email or fax this form to the San Juan College Testing Center.**

**Email: [testingcenter@sanjuancollege.edu](mailto:testingcenter@sanjuancollege.edu) or Fax: (505) 566-3455**

Fee \$45.00 for remote testing	Date Paid	Receipt Number
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***Personal information: All fields are required.***

SJC ID # <u>or</u> last 4 digits of SS #		
Last	First	Middle
Email Address*		Birth Date
Daytime Phone (        )	Evening Phone (        )	
Street		
City	State	Zip

***Please complete the following information about the Testing Center where you will be taking your exam.***

Testing Center Name	Testing Center phone number
Contact	Email
<b>Test Date and time</b> Date            Time	

**San Juan College Testing Center**  
Room 7132, Information Technology Building  
(505) 566-3139 or 566-3329  
**Government Issued Photo ID required for all exams.**



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## Testing Rules and Expectations

1. The SJC Testing Center hours are 8:30 AM to 4:30 PM, Monday through Friday Mountain Standard Time. Saturday hours are from 8:30 AM until 3:30 PM. We are closed on Saturdays during the month of July. **We ask that you schedule your remote testing during our business hours so that we can assist if there are technical problems. If you test outside of these hours and your test locks up, we will be unable to assist you.**
2. You must show **Government issued photo I.D.** before being given any test. Your driver's license, passport or other government issued **photo I.D.** are acceptable forms. For TEAS testing, a second ID is also required.
3. Purses, books and backpacks are not allowed in the testing room. **Cell phones and other electronic devices are not permitted in the testing room**, this includes portable stereos, MP3 players, radios, or headphones. Cameras are not allowed.
4. Food, candy, gum and beverages are not allowed in the testing room. Hats, hoodies and digital watches are not allowed in the testing room.
5. Please be aware that if you smoke or wear excessive perfume, cologne, or other strong smelling lotions/sprays on the day of your test, you could be asked to reschedule your exam.
6. If you need special accommodations due to a disability or medical condition, they must be arranged in advance with the Director of Testing and the Students with Disabilities Office. Appropriate documentation will be required.
7. Everything you need for the actual test will be provided. You will not be allowed to take any materials into the testing room.
8. Only people who are taking a test are allowed in the testing room or waiting areas. The Testing Center staff cannot be responsible for children or adults who require care and supervision.