## Montgomery College Assessment & Testing Centers Registration Steps for TEAS (Online)

For 2022, TEAS testing at Montgomery College is being offered online through remote proctoring with Proctorio. **DO NOT** come to a campus Assessment Center to take the TEAS test. Test-takers can take the exam online from home or any location where they have a computer and internet connection.

For students applying to *Montgomery College Nursing and Health Science Programs* it is recommended you follow these instructions for scheduling a test appointment. Visit the <u>Assessment & Testing Centers webpage</u> for additional information regarding the TEAS exam.

- 1. Login to your <u>ATI</u> account with your username and password.
  - From your ATI dashboard, click **Online Store** on the top right corner of the screen

s Account Online Store Contact Us Sign Out

• In the **Register for...** menu box on the left side, click **TEAS**®

Register for	
TEA S®	

- 2. Find available testing dates at MC and register for a session.
  - On the **Registration** page, use the pull-down menus in each box to locate test dates for Rockville, MD locations, since all MC TEAS tests are currently offered under the Rockville campus.

## REGISTRATION

Please select the city and state and then click Next.

Program Type	TEAS for Nursing Students	~
Country	USA	~
State	Maryland	~
City	Rockville	~
	Cancel	

• In the **Location** field, use the drop-down menu to choose Montgomery College Rockville Campus. A list of dates and times when MC holds TEAS exam sessions will appear.

	State/Province City	Maryland Arnold	Learn More Register
6/9/2021, Wednesday, 11:00 AM - 3:00 PM Montgomery College Rockville Campus Rockville, MD REMOTE PROCTORING	[		Learn More Register

## **BROWSE SESSIONS**

- Click the Learn More button to read information about the exam session and cost.
- Click the **Register** button to register for that session of the TEAS exam.
- The **Shopping Cart** page will appear with your selected date, time and exam cost. Review the date, time, and location you have selected.
  - Note: ATI Registration fees are non-refundable, and the dates cannot be changed.
  - Click **Remove the Item** if this is not the exam date and time you want.
- If all information is correct, click the **Check Out** button to complete the transaction.

YOUR SHOPPING CART Continue Shopping Check Out							
Remove		Item	Quantity	Price	Total		
<u>Remove this</u> Item	BA DC	TEAS SELF PAY Item# TEAS SELF PAY Location: Montgomery College Rockville Campus Time: 5/24/2021 9:00:00 AM - 5/24/2021 1:00:00 PM	1 🖂	\$82.00	\$82.00		

- Complete the Secure Checkout information and submit payment information.
- **IMPORTANT:** check the email account that you used when creating your account for the confirmation receipt of your TEAS Registration and instructions for checking your technology prior to the test.

## **Students with Documented Disabilities**

Students with documented disabilities applying to Montgomery College programs must contact a Montgomery College DSS counselor **first.** We strongly recommend that students do not schedule a test appointment with ATI until you talk to your counselor. This will ensure that you will receive your accommodations for testing:

- Review the information on the <u>DSS webpage</u>, and complete the online intake form.
- Let the counselor know that you would like to schedule a TEAS exam.
- Your DSS counselor will coordinate with the Assessment Center about your exam session.
- Your ATI profile needs to identify Montgomery College Rockville as your institution.

Students who do not complete the TEAS with Montgomery College, should review the <u>ATI Website</u> for more information on setting up your accommodations. Students must contact ATI to arrange documented accommodations and resolve any testing issues. Montgomery College staff cannot assist with test accommodations at other testing centers or academic institutions.