

Placement Test Referral Form

Building 7, Room 313

Session No. _____

Date: _____

PICTURE ID REQUIRED

Student's/Applicant's Name:

Print Last Name First Name Middle Initial

Date of Birth: _____ Banner ID Number: _____

Applicant may take the placement test (processing application or expired test scores) at no charge.

Retest – Student is subject to a \$25 retest fee per test session.

Placement Test: **English Only** **Math Only** **English & Math**

English as a 2nd Language

I am not currently enrolled in a English course.

I am not currently enrolled in a Math course.

Applicant's Signature: _____

Counselor's/Clerk's Signature: _____ ext. _____

Placement Testing – Honolulu Community College

The College Skills Center provides testing for University of Hawaii students who wish to retake the placement test.

- There is a \$25.00 per sitting fee for the test proctoring service. **NO REFUNDS.**
- Tests will be administered only after all fees have been paid

Procedure to Retest:

1. Have an Academic Counselor (Building 5) verify that this is a placement retest and obtain a Placement Test Referral Form (must be signed by an Academic Counselor). When you are ready to take the test, have the Registrar (jstenber@hawaii.edu) assess the test fee.
2. Go to the HCC Business Office (Building 6), at the service counter to pay the **\$25.00 retest fee**. Fees must be paid by check, cash, or debit card before going to the testing center.
3. Go to the Testing Room in Building 7, Room 313 to retake the placement test during placement testing hours.

Bring: a. Placement Test Referral Form with evidence of payment
b. Picture ID

ADMISSIONS OFFICE USE ONLY	BUSINESS OFFICE USE ONLY
Date Fee Assessed: _____	Fee Collected By: _____
Name: _____	Date: _____