

**TEAS® Information Packet
Montgomery County Community
College
Dental Hygiene Program
DHG**

This booklet contains essential information regarding TEAS® testing required of all applicants intending to register for the Dental Hygiene Program, Associate of Applied Science

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Frequently Asked Questions (FAQ) Test of Essential Academic Skills (TEAS®)

The Dental Hygiene Department requires all applicants to the clinical component of the Dental Hygiene Program to complete and submit results from the Test of Essential Academic Skills (TEAS®) as part of the application process. We have compiled a list of questions and answers regarding the exam and our policies regarding taking this exam. If you have further questions regarding the exam itself, please go to www.atitesting.com. If you have questions regarding the admissions criteria as it relates to the exam, please contact an advisor a 215-641-6577.

What is the TEAS® assessment?

The Test of Essential Academic Skills (TEAS®) administered by Assessment Technologies Institute, LLC (ATI) is a standardized, timed, computer-based exam designed to assess the general academic preparedness of students interested in applying to the Associate Degree Dental Hygiene Program. It measures knowledge in basic, essential skills in the academic content areas of Reading, Mathematics, Science and English.

Who needs to take the TEAS®?

All applicants who wish to register for the Dental Hygiene Program must complete the TEAS exam.

Where do I take TEAS® at MCCC?

TEAS® will be administered in the Testing Center on both Central Campus and West Campus.

Testing Center Rules and General Information:

- Report to the Testing Center 15 minutes prior to the time you are scheduled to test, please note if you are late to your testing appointment your appointment may not be honored.
- You **must** present a valid photo ID
- You must bring a pencil and documentation that you are registered for and have paid for the exam.
- Personal items including cell phones and other electronic devices, watches and wallets must be secured before entering the testing room. Clothing or other items being brought into the test booth may be subject to inspection.
- The testing room is under audio and visual surveillance.
- Food and beverages are prohibited inside the testing area.
- Children are not allowed in the testing room. MCCC policy states that children under the age of 16 may not be left unattended on campus.

When is the test offered at MCCC?

The exam will be offered on Wednesdays at West Campus and Thursdays on Central Campus. **Please note that no TEAS® exams will be administered during exam weeks so please plan accordingly.** Detailed instructions for TEAS® registration start on **page 7** of this packet.

When should I take the TEAS®?

Students should take the TEAS to allow ample time for the TEAS Scores to be recorded prior to completing the Intent to Register for Dental Hygiene Form. Students will not be considered for admission without a valid TEAS score, and meeting with a Dental Hygiene Advisor. Do not take the TEAS until you are sure you are prepared for the exam AND planning to complete the Intent to Register for Dental Hygiene Form. There is a limit on the number of times you can take the exam.

The results of the exam are valid only for three years. You should seek the guidance of a Dental Hygiene Advisor before scheduling your TEAS® exam to avoid unnecessary early testing and cost.

How many sub-sections of the exam am I required to take?

You are required to take all four sub-sections of the exam (Math, English, Reading, and Science).

Is there a deadline for testing?

You must take the TEAS® prior to completing the Intent to Register for Dental Hygiene Form. Please make sure you know when registration starts to allow ample time for exam results to be recorded, AND for you to meet with a Dental Hygiene Advisor.

How often can I take the exam?

You are allowed to take the TEAS® **a total of three times per year.** If the test is taken more than three times in a year, only the first three attempts will be considered. Students need to wait at least 7 days between tests. The *recommended* minimum time between a first attempt and a repeat attempt is 14 days to allow adequate time for remediation.

Why is the TEAS® used?

The TEAS® assessment evaluates the academic readiness of applicants to the Dental Hygiene program. The results may also be referenced during the advising process to identify areas where additional support may be needed.

How do I register to take the TEAS®?

You can register for the TEAS® online by visiting www.atitesting.com. Detailed directions for registration are included in this packet beginning on **page 7**. You must register at least 3 days prior to the testing date. Debit or credit card payment is accepted. An ATI account is required in order to register for the test. The directions for creating a new account are included in this packet beginning on **page 7**.

What is the cost of the TEAS® test?

The cost to register for TEAS® at MCCC is \$115.00 including tax.

How do I prepare for the TEAS®?

Since TEAS® scores are part of your application to a highly competitive program, you should prepare thoroughly for the exam.

Review manuals and practice tests are available for purchase from the ATI testing site <http://www.atitesting.com/> Click on *ATI Product Solutions*, under *Pre-Nursing School* select *Test of Essential Academic Skills*. At the bottom of the page, you can choose from the products offered for TEAS®. Preparation materials are on reserve at the library at both Central and West Campus.

What TEAS® score will be used in determining my acceptance?

To be eligible for admission to the dental hygiene program, students must demonstrate the following (scores must be from the same TEAS attempt, scores will NOT be combined from multiple TEAS attempts to meet the benchmarks. TEAS scores are NOT rounded):

Admission to the Dental Hygiene Program requires a TEAS Composite score of 50%, or greater, and a Reading Comprehension Score of 75%, or greater. Additional criteria are also used to determine acceptance.

What should I bring to the test?

You must bring the following items on the day of your test:

1. A valid photo ID to gain admission to the testing area
2. Your ATI user name and password to access the test on-line
3. Two or more sharpened # 2 pencils

How do I get my results?

ATI will send your TEAS® scores to MCCC electronically if the exam is taken at MCCC. See below for the procedure to follow if the exam is taken elsewhere. After you leave the testing area you can view your results by logging on to the ATI website www.atitesting.com with your user name and password and selecting *results*.

Please make sure you have a valid Student ID entered under, “Account Settings”, this is how your score is matched to your student record, without a valid student ID you will not have a TEAS score and be ineligible to complete the Intent to Register form.

Can I take TEAS® at a location other than MCCC?

Yes, applicants may choose to take TEAS® at another location. The name of the exam must be TEAS® (Test of Essential Academic Skills) and the exam must be published by ATI (Assessment Technologies Institute, LLC.). MCCC will accept results from TEAS®. (Students who may have taken the TEAS-V, scores will be not be accepted if older than 3 years).

You can request to send an official TEAS® transcript to MCCC through the ATI on-line store for a fee of \$27.

Can I use results of TEAS® taken previously?

Yes, TEAS® scores are valid for 3 years from the test date.

What subject areas are included in TEAS®?

The test consists of 170 multiple-choice questions (150 are scored). There are four sections: Reading, English, Math and Science. Basic understanding of these subjects is important for success in a health science program.

- The **Math** subtest measures knowledge of whole numbers, metric conversions, fractions and decimals, algebraic equations, percentages and ratio/proportion.
- The **Science** subtest covers science reasoning, science knowledge, biology, chemistry, anatomy, and physiology, basic physical principals and general science.
- The **English** subtest measures knowledge of punctuation, grammar, and sentences structure, contextual words, and spelling.
- The **Reading** subtest covers paragraph comprehension, passage comprehension, and inferences/conclusions.

How many questions are in each sub-section?

The number of test items in each section is as follows:

- Reading (47)
- Math (32)
- Science (47)
- English (24)

How much time will I have to complete each section?

A total of 209 minutes is allowed to complete the test. The time allowed to complete each section of the test is as follows:

- Reading (64 minutes)
- Math (54 minutes)
- Science (63 minutes)
- English (28 minutes)

If I receive testing accommodations, may I receive them to take the TEAS®?

Yes, you may receive testing accommodations provided you have documentation of the need for accommodations. Please contact Disability Services to discuss and set up a testing time for accommodations, please allow plenty of time to set up accommodations and testing to facilitate your success.

HOW TO REGISTER FOR THE TEAS® ASSESSMENT

1. CREATE A NEW ACCOUNT

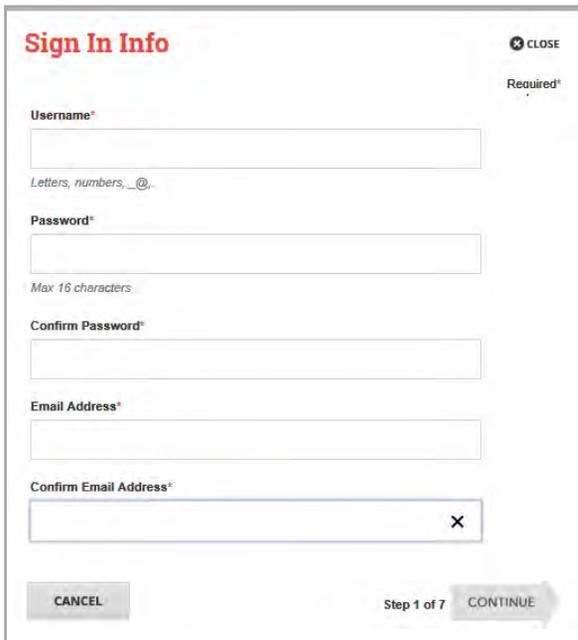
If you are not a current user on www.atitesting.com, you must create a new account to access the student portal or to make a purchase from ATI's online store. Follow the steps below to create a new account.



The screenshot shows the top navigation bar of the ATI website. The 'Create Account' link is highlighted with a red rectangular box. Below the navigation bar is the 'Sign On' section with input fields for 'Username' and 'Password', and a 'GO' button. The ATI logo is visible on the left side.

From the atitesting.com home page, click **Create Account**.

The Sign In Info page displays.



The screenshot shows the 'Sign In Info' registration page. It features several required input fields: 'Username*' (with a note 'Letters, numbers, ...@'), 'Password*' (with a note 'Max 16 characters'), 'Confirm Password*', 'Email Address*', and 'Confirm Email Address*'. There are 'CANCEL' and 'CONTINUE' buttons at the bottom, with 'Step 1 of 7' indicating the current progress.

On the Sign In Info page, enter the account information that you will use to sign in to your account or to recover your account.

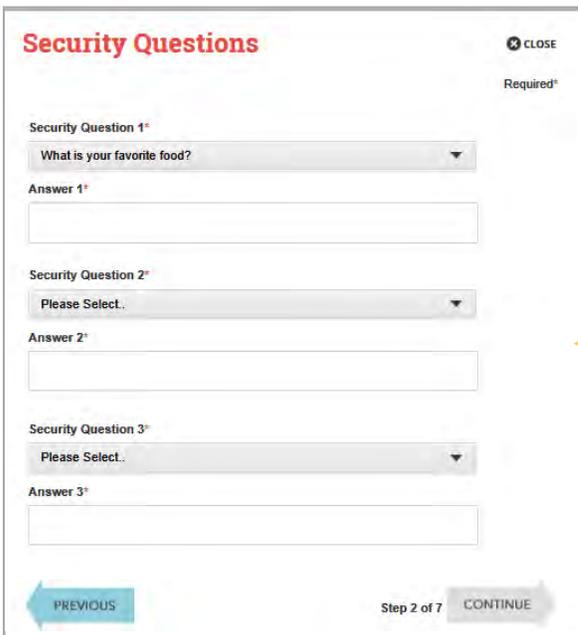
You must enter valid information into all the fields on this screen before you can proceed.

If your entry is not accepted, an error message similar to the one pictured below will display.



Reenter your information. When your entry is accepted, the message will disappear.

After you have entered all your account information, click **Continue** to go to the Security Questions page.



The screenshot shows the 'Security Questions' page. It contains three security questions, each with a dropdown menu for the question and a text input field for the answer. The questions are: 'Security Question 1*' (What is your favorite food?), 'Security Question 2*' (Please Select...), and 'Security Question 3*' (Please Select...). There are 'PREVIOUS' and 'CONTINUE' buttons at the bottom, with 'Step 2 of 7' indicating the current progress.

On the Security Questions page, select three different security questions, one from each list and enter your answer for each. Be sure to record your questions and answers for your future reference, in case you need to recover your account or you cannot remember your password.

Click **Continue** to enter your personal information.

Personal Info CLOSE

Required*

First Name* MI Last Name*

Address 1* Address 2

City* ZIP/Postal Code*

Country* State/Province*

Phone

PREVIOUS Step 3 of 7 CONTINUE

On the Personal Info page, enter your contact information. The following fields are required:

- First Name
- Last Name
- Address 1
- City
- ZIP/Postal Code
- Country
- State/Province

Click **Continue** to enter your Institution information.

Institution Info CLOSE

Required*

Institution*

Student ID

Credentials

PhD, RN, BSN, MSN, MS, NP, AACE

Expected Graduation Date*

MM/DD/YYYY

Non-degree seeking

PREVIOUS Step 4 of 7 CONTINUE

On the Institution Info page, select an Institution from the list. If you are seeking admission to Dental Hygiene Program, select the Institution as "**Montgomery County Community College-Central AH**".

If you are seeking a degree, enter a date in *Expected Graduation Date*. You **MUST** enter your student ID.

Click **Continue** to enter your Demographic Info.

Demographic Info CLOSE

Required*

Gender

Birth Date*

MM/DD/YYYY

Race

Caucasian/White

African American/Black

Native American

Hispanic

Asian

Other

Primary Language

PREVIOUS Step 5 of 7 CONTINUE

On the Demographic Info page, enter your *Gender, Birth Date, Race, and Primary Language* information. Only *Birth Date* is required.

Click **Continue** to go to Subscription, Updates & Notes.

On the Subscription, Updates & Notes page, read the Subscription, Updates & Notes information.

If you agree to allow ATI to share your information under the terms presented on this screen, select the **Yes, I consent** check box.

Click **Continue** to go to User Terms and Conditions.

On the User Terms and Conditions page, read the information under User Terms and Conditions.

Then select the **Yes, I Agree** check box to acknowledge that you have read the ATI User Terms and Conditions and agree to be bound by them.

Click **Previous** if you want to change any of the information you have entered for your new account.

Click **Register** when you are finished creating your account.

The Sign On window displays and your new Username is filled in for you. Enter your Password and click **GO** to launch the Student Home page.

You can now register for the TEAS® Assessment through our Online Store.

2. Sign on to your Account



From the atitesting.com home page enter your Username and Password and click **GO** to launch the Student Home page.



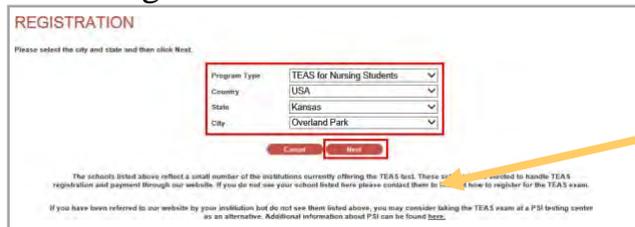
Then, from the Student Home page, click **Online Store** in the upper right corner. The ATI Store page displays.



In the *Register for* column, click **TEAS®**. The Registration page displays.

Go to **STEP 2: Register for a TEAS Session** to continue.

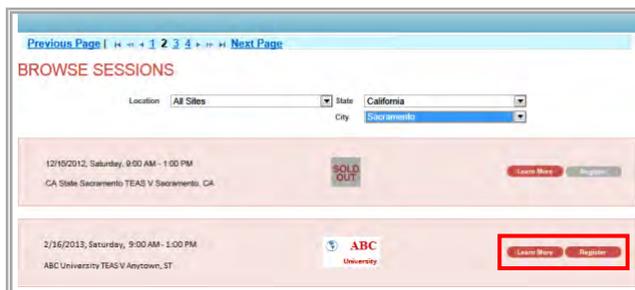
3. Register for a TEAS Session



Select a *Program Type*. If you are seeking admission to the Dental Hygiene Program, select:

- **TEAS for Allied Health**

From the *Country*, *State* and *City* lists, select the location where you want to sit for the assessment and then click **Next**. The Browse Sessions page displays.



Do one of the following to register for a session:

- Click the **Register** button associated with the session for which you are registering.
- Click the **Learn More** button to open the Product Details window to view details about the session.

Note: If you don't see a suitable location, you can expand your search by selecting **All** for the City and/or State.

PRODUCT DETAILS

ABC University, TEAS, Anytown, ST
8/12/2015, Friday, 8:30 AM-12:30 PM

Test of Essential Academic Skills V (TEAS V) at ABC University
on June 12, 2015, at 8:30 am.

TEST LOCATION
ABC University Campus
1234 Any Street
Anytown, ST 99999
Bldg A, Room 320

Individuals must present a valid photo ID and the ATI username and password. Please arrive 15 minutes early to the testing site. Those arriving late will not be allowed to test. Individuals taking this test can only register for one location, one testing time. Students are allowed to register for 1 exam per month.

- Calculators are NOT allowed
- Bring 2 or more #2 pencils
- Scratch paper will be provided by the testing center

*Students applying to another institution will be responsible for sending that institution a copy of their results by purchasing a "TEAS transcript" from the ATI Online. If the institution you're applying to is not listed when purchasing a transcript, please contact your school to find out how they prefer to obtain these results. Students applying to this institution will not be required to purchase a transcript.

Please note: By clicking the "Register" button I agree to test on the selected date. I understand that I am responsible for repaying and rescheduling for a new test in the event that I am unable to attend my scheduled date.

[Click Here](#) to purchase TEAS Study Material

TEAS SELF PAY

Price \$66.00 Sale Price: \$66.00 Quantity: 1 **Register**

- If you clicked **Register**, skip to the next window.
- If you clicked **Learn More**, you opened this Product Details window. Review the information and then click **Register** to add this session to your online shopping cart or click the back button to go back to your Browse Sessions list.

I understand all TEAS test registrations are final and will not be rescheduled or refunded.

Yes **No**

After you click **Register**, this window displays:
Click **Yes** to continue. Your Shopping Cart displays.

YOUR SHOPPING CART

Continue Shopping **Check Out**

Remove	Item	Quantity	Price	Total
Remove this Item	TEAS SELF PAY Item# TEAS SELF PAY Location: ABC University Time: 6/12/2015 8:30:00 AM - 6/12/2015 12:30:00 PM	1	\$66.00	\$66.00

Additional **Description**

Coupons and Promotions Coupons and Promotions can be applied at the payment step.

Taxes Taxes will be calculated when you enter your billing information.

Shipping Final Shipping amount will be calculated for selected shipping method and address.

Subtotal \$66.00
Discount 0.00
Total \$66.00

Continue Shopping **Check Out**

ATI Does Not Offer Returns. Damaged or defective products will be replaced if sent back to ATI within 30 days of purchase. Please call Customer Service at 1 800 667 7531 FREE for more details.

- Review the information on the screen. At this point, you have the following options:
- If all the information is correct and you do not want to purchase additional items, click **Check Out**.
 - If you want to make additional purchases, click **Continue Shopping** to return to the Online Store.
- Note:** Supporting TEAS items, such as study aids and extra transcripts, are available from the ATI Online Store. At the Online Store home page, enter **TEAS** in the *Search* field and then click **Go** to display all TEAS-related items.
- If you do not want to purchase the designated assessment, click **Remove this Item**. The session is removed from your Shopping Cart. Click **Continue Shopping** to return to the Online Store. Go back to choose a different TEAS Assessment session.

▶ IMPORTANT:
ATI does not offer refunds. Damaged or defective products will be replaced if sent back to ATI within 30 days of purchase. Please call Customer Service at 1.800.667.7531 for more details.

4. Check Out and Pay

SECURE CHECKOUT
1: Enter Your Address 2: Enter Your Payment Details

Enter your billing and shipping address. Your billing address should match the address on your credit card.

Billing Address

First Name
Middle Initial
Last Name
Company Name
Campus Name
Phone Number
Email Address
Street 1
Street 2
Street 3
City
State
Postal Code
Country
 Shipping Address is same as Billing

[Back](#) [Proceed to Payment Details](#)

Enter/confirm your mailing address and provide any additional information and then click **Proceed to Payment Details**. The Secure Checkout: Payment Details screen displays.

Note: If any required information has not been filled in, you will be prompted to provide the information before you are allowed to continue

SECURE CHECKOUT
1: Enter Your Address 2: Enter Your Payment Details

Please review your order and provide payment information to complete your purchase.

Note: Shipping to Hawaii or Alaska, or to any country other than the U.S., requires that you choose the Priority Mail USPS option. No orders are shipped on Saturday, Sunday, or any federal holiday.

Order Information

Item	Qty	Price	Total
TEAS SELF PAY Item# TEAS SELF PAY Location: ABC University Time: 6/12/2015 8:30:00 AM - 6/12/2015 12:30:00 PM	1	\$66.00	\$66.00

Merchandise Subtotal: \$66.00

Ship By:

Promotion Code: [Apply Code](#)

Discount: -\$0.00
Tax: \$0.00
Shipping: \$0.00
Total: \$66.00

Payment Information

Payment Method

Billing Address

[Edit Address](#)

Card Number
Expiration Date
Security Code [help](#)

I have reviewed my order carefully and confirm that it is accurate and complete. I understand that this order, once placed, is non-cancellable and no returns or funds are available for this purchase. Damaged or defective products will be replaced if sent back to ATI within 30 days of purchase. Please call Customer Service at [1 800.667.7531](tel:18006677531) FREE for more details. Note: You will not be able to submit your order if this box is not checked.

[Back](#) [Submit Order](#)

ATI Does Not Offer Returns. Damaged or defective products will be replaced if sent back to ATI within 30 days of purchase. Please call Customer Service at [1 800.667.7531](tel:18006677531) FREE for more details.

If you have a Promotion Code, enter it into the Promotion Code field and then click **Apply Code**.

- In the *Payment Information* section, enter your credit card information.
- Check your address information and click **Edit Address** to change the billing information for your order.
- Read the information to the right of the check box. Then, select the check box to verify that your order is correct and that you have read and agree to the terms of your purchase.
- Click **Submit Order**.

Assessment Technologies Institute Customer Receipt

Dear Ailiss McCall,

Thank you for your order. Below are details regarding your online purchase.

Order Information	Customer Service
Order Number: 203371	E-Mail: online@atai.com
Order Date: 6/12/2015 1:56:16 PM	Phone: 1 800 667-7531
Account Number: 22200	
Promotion Code:	
Payment Method: Credit Card	
TransactionID: INV0131165	
Invoice Number: 42240741	

Billing Address

Melissa McCallop
 7500 W 160th Street
 Stillwell, KS 66085
 US
 Tel: 9136616458

Qty	Product Number	Item	Description	Price	Ext.
1	TEAS SELF PAY	TEAS SELF PAY	Location: ABC University Test: 6/12/2015 8:30:00 AM- 6/12/2015 12:30:00 PM	\$56.00	\$56.00
				Sub Total	\$56.00
				Discount	\$0.00
				Shipping (Electronic Delivery)	\$0.00
				Total	\$56.00

Additional Instructions

All testers should bring valid state or federal picture identification (driver's license, passport, green card, etc.) as well as their University Student Identification card. You will also need your ATI username and password. Each individual must purchase their own testing reservation. Testing space is limited to 20 students on each testing date. Once the TEAS exam is purchased, there are NO REFUNDS.

After you click **Submit Order**, your Customer Receipt displays. Your receipt includes any additional instructions for your assessment. Your receipt will also be emailed to you to the email address listed in your profile.

[Go back to the top](#)

How to Indicate you are applying to the Dental Hygiene Program/ Change your Institution



If your Institution Info appears as "Montgomery County CC PA-Central Campus", you will not be recognized as seeking admission to the Dental Hygiene Program. Click **Edit** to change.

Under Institution, select "**Montgomery County Community College-Central AH**". Click **Save**.