

## PHSC Virtual Proctoring Option for Common Placement Testing FAQ

Q: Is the PERT currently administered on campus at PHSC?

A: All in-person student services have been suspended at the College until further notice.

Q: Will virtual proctoring of the PERT be offered at PHSC?

A: Yes, virtual proctoring with PHSC proctors will be available on Monday, April 27<sup>th</sup>. Additional virtual proctoring options are under review.

Q: How do I schedule virtual proctoring?

A: Go to <https://testing.phsc.edu/schedule-exam/exam> and click on the "Schedule Exam" link.

Q: What days and times are available for virtual proctoring?

A: PHSC proctors are available between 8:30 AM and 7:30 PM on days the College is open. Students may select a test session on any day or time available in the scheduling system.

Q: What common placement exam should I schedule?

A: PHSC administers the PERT for common placement of students. The ACCUPLACER is used for placement into advanced mathematics beyond College Algebra. Testing Services will review your exam choice before your test begins to ensure you take the correct exam.

Q: How many times can students take a common placement exam?

A: Students are permitted to take each subtest of the PERT two times within a two-year period.

Q: Is there a fee for common placement exams?

A: The first attempt at PHSC is free for all students. Retakes are \$5.00 and payable to the College Store over the phone at 727-816-3286. Students will receive a receipt through email and can present it to the proctor during test check-in.

Q: What is needed for virtual proctoring of a common placement exam (e.g. PERT) at PHSC?

A: Examinees will need the following:

1. A PHSC student ID number
  - a. PHSC ID's are provided during the application process
  - b. Potential Dual Enrollment students may access the Dual Enrollment Admissions Application for Charter and Public Schools at <https://admissions.phsc.edu/start/high-school>
2. A valid, photo identification
  - a. Contact Testing Services if you do not have a government-issued or school ID
3. A desktop computer or laptop with a working microphone and webcam
  - a. Mobile devices such as a phone or tablet are not permitted
4. Chrome, Firefox, or Safari browser installed on the computer
5. 2 blank sheets of paper
6. 2 non-mechanical pencils
7. A quiet, undisturbed room to test
  - a. All other items will need to be out of reach during the test
  - b. No other people are permitted in the room where you are testing

Q: How do students begin their exam?

A: Students will be emailed instructions for virtual proctoring after their testing ticket is assigned a virtual proctor by Testing Services.

Q: Where should students be directed for information about common placement testing?

A: Go to the Common Testing webpage at <https://testing.phsc.edu/exam/common>. For general questions or assistance with testing, contact Testing Services at [testing@phsc.edu](mailto:testing@phsc.edu).