

TEAS® Information Packet
Reading Area Community College (RACC)
Health Professions Programs

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Table of Contents

Introduction.....3

Who is required to take the TEAS®? 3

What is the TEAS® assessment? …….....3

Why is the TEAS®used?.....…….....3

What subject areas are included in TEAS®? 3

How many sub-sections of the exam am I required to take? 4

How do I prepare for the TEAS®?.....4

What score do I need to be considered for admission into the program?.....4

When should I take the TEAS®? 4

Can I use results of TEAS® taken previously?.....4

How often can I take the exam?.....4

Is there a deadline for testing?.....5

May I receive testing accommodations to take the TEAS?.....5

What is the cost of the TEAS® ?……..5

How do I register to take the exam at RACC?.....5

When is the TEAS® test offered at RACC?.....5

Where do I take TEAS® at RACC?.....6

What are the rules of the Testing Center?.....6

What should I bring to the test?.....6

What if I cannot take the TEAS session I scheduled?.....7

How do I receive my results? 7

Can I take TEAS® at a location other than RACC? 7

How do I create an ATI account and register for the TEAS®?.....7-14

Test of Essential Academic Skills (TEAS®)

Introduction

The Health Professions Programs requires applicants to the Associate Degree Nursing (ADN), Practical Nursing (PN), and Respiratory Care (RC) Programs to submit results from the Test of Essential Academic Skills (TEAS®) as part of the application process. This booklet contains policies associated with the exam and frequently asked questions. If after reading this booklet, you have further questions regarding the exam, please go to atitesting.com. If you have questions regarding the admissions criteria as it relates to the exam, please contact the Health Professions Academic Advising Office at 610-372-4721 ext. 5067.

Frequently Asked Questions (FAQ)

Who is required to take the TEAS®?

Applicants to the Associate Degree, Practical Nursing and Respiratory Care programs at RACC.

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 RN, PN, or RC programs. The test measures knowledge in basic, essential skills in the academic content areas of Reading, Mathematics, Science and English.

What is the purpose of the TEAS®?

The TEAS® assessment evaluates academic readiness of applicants for the health professions programs. The results may be referenced during the advising process to identify areas where additional support may be needed.

What subject areas are included in the 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 nursing 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 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).

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.

- Study manuals and practice assessments are available for purchase on the ATI website. To access the manual and practice assessments, login to the ATI online store at https://www.atitesting.com/ati_store/Default.aspx .
- The Yocum library at RACC also has a limited number of study manuals.

What score do I need to be considered for admission into the program?

ADN, PN, and RC Programs: Primary consideration for admission will be given to a student who scored at the TEAS® academic preparedness level of **PROFICIENT (58.7) and above.**

*****Scores will not be combined from multiple TEAS attempts to meet the benchmark.**

When should I take the TEAS®?

You cannot take the exam until the minimum admission requirements to the program of interest are met. To avoid unnecessary early testing and cost, it is recommended that you confirm eligibility with your academic advisor prior to scheduling your test.

Health Professions Advising
Location: Weitz Hall W320
Phone: 610-373-4721 ext. 5067
Email: HPAdvising@racc.edu

Can I use results of TEAS® taken previously?

Yes, TEAS® scores are valid for two years from the date of the last exam.

How often can I take the exam?

The TEAS® is limited to ***two attempts per year***. The minimum time between a first attempt and a repeat attempt is 30 days. Scheduling exams thirty days apart allows a student to remediate and prepare for the next exam. ***Results will not be considered for an exam taken less than 30 days from a previous attempt.*** The highest achieved score of exam(s) will be considered for admission.

Is there a deadline for testing?

So the TEAS® results can be reviewed with your application, testing must be completed prior to applying to the program. TEAS® deadlines used for admission to the RC, ADN, and PN, programs are the 15th day of the following months:

- RC Program: May
- ADN Program: May
- PN Program: August

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. Contact Accessibility 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. ***Students must provide accommodation documentation to Accessibility Services before scheduling their TEAS®.***

What is the cost of the TEAS® test?

The cost to register for TEAS® at RACC is approximately $120.00 (non-refundable) including tax, and includes one TEAS transcript sent to RACC. The fee must be paid online, in advance, by debit or credit card when registering for the exam. Please make sure you select RACC to receive your transcript. Additional transcripts may be sent to other schools of choice for an additional $27 per transcript.

How do I register to take the exam at RACC?

Step 1: Meet with your assigned academic advisor to verify you have met the pre-requisite requirements of the program.

Step 2: If you meet pre-program requirements, you can schedule your TEAS exam at www.aittesting.com.

Step 3: Scheduling the exam requires creating an account on the ATI website. 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 the ATI online store.

***************The day of the exam you are required to present a government-issued identification card. Please make sure, the information used when setting up your account matches the information on your government-issued identification card. ******************

When is the TEAS® offered at RACC?

The exam is offered during the months of January through July at the RACC campus. Testing for the **RC program** occurs ***January through May 15th***. Testing for the ***ADN program*** occurs ***January through May 15th.*** Testing for the ***PN Program*** occurs ***January through August 15th.***

You can view the schedule of testing dates when you register on-line to take the TEAS® test. The exam can be taken at any time online throughout the year.

Where do I take the TEAS® at RACC?

The TEAS testing location will be communicated to students upon scheduling the exam. The exam is offered on the RACC campus.

What are the rules of the Testing Center?

- Report to the Pearson Vue Testing Center at least 30 minutes prior to your scheduled test time.
- Come prepared with your ATI username, password, paper, and pencil. If you are not prepared with your log in credentials, you may be denied testing and will not be rescheduled or refunded.
- The examinee must have an ID which is government-issued with a current photograph and examinee's signature and permanent address.
- The following examinee information must be confirmed prior to testing:
    - **Exact name match**. First name, middle initial *(if applicable*), last name spelling match to the presented government-issue ID.
    - **Photograph ID match**. Verified positive match to presented ID's current photograph.
    - *If either **DOES NOT MATCH**, the examinee **WILL NOT** be permitted to **TEST.***
- All personal belongings must be stored out of reach. This includes coats, jackets, hats and sunglasses, phone, personal calculators and smart watches, with discretionary allowances for religious apparel. No personal electronic devices of any kind are allowed during testing.
- Clothing or other items being brought into the test booth may be subject to inspection.
- The testing room is under audio and visual surveillance.

- Examinees may bring two #2 pencils; students are not allowed to have any other personal materials at their testing station.

- Examinees may use the calculator that is available as a pop-up during the test and can be launched from the Web page.

- Food and beverages are prohibited inside the testing area.
- Children are not allowed in the testing room.

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.

Calculators, cell phones and other electronic devices are NOT allowed.

What if I cannot take the TEAS session I scheduled?

If you can't make the purchased session and have a documented emergency, please contact: 800-667-7531. If you miss the original purchase date, it will not count against you as an attempt. However, you will have to pay for an additional session.

How do I receive my results?

By selecting RACC as your receiving school during the registration process, ATI will automatically send your results to RACC. After you leave the testing area, you may view your results by logging into the ATI website at www.atitesting.com with your user name and password and selecting "results". Preliminary TEAS scores will not be accepted. An official transcript is the only form of formal acceptance documentation

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

Yes, applicants may choose to take TEAS® at another location. The name of the exam must be ATI TEAS® (Test of Essential Academic Skills) and the exam must be published by ATI (Assessment Technologies Institute, LLC.). You can request to send an official TEAS® transcript to RACC through the ATI on-line store for a fee of $27.

How do I create an ATI account and register for the TEAS®?

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. Directions on creating an ATI account and registering for the exam are located on the pages 8-14 of this document.

How to Register for the TEAS® Assessment

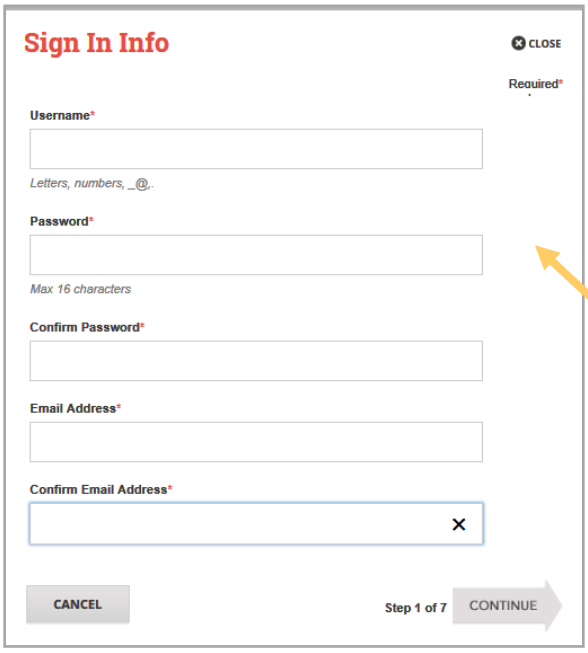
1. Create a New Account

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.



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

The Sign In Info page displays.



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.

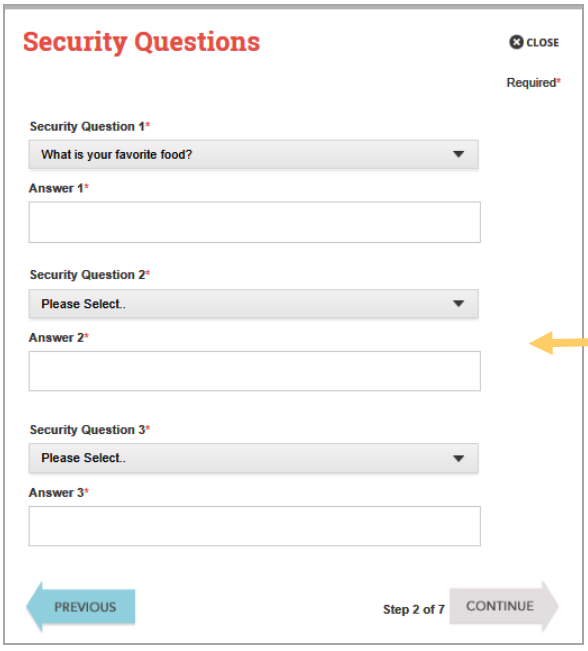
You must enter valid information into all the fields on this screen before you can proceed.

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



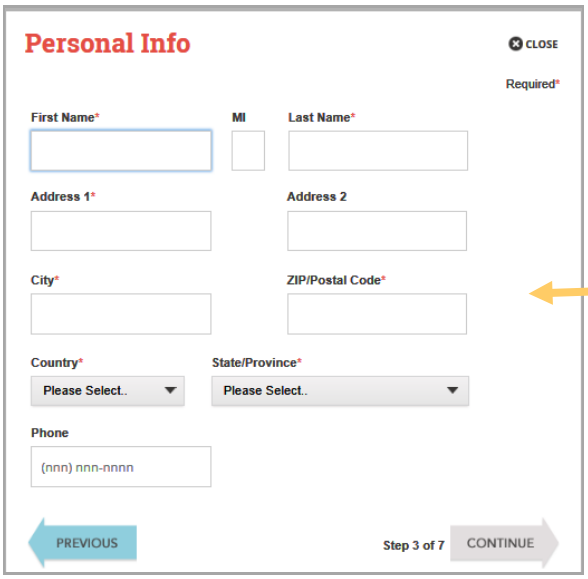
Reenter your information. When your entry is accepted, the message will disappear.

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



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.

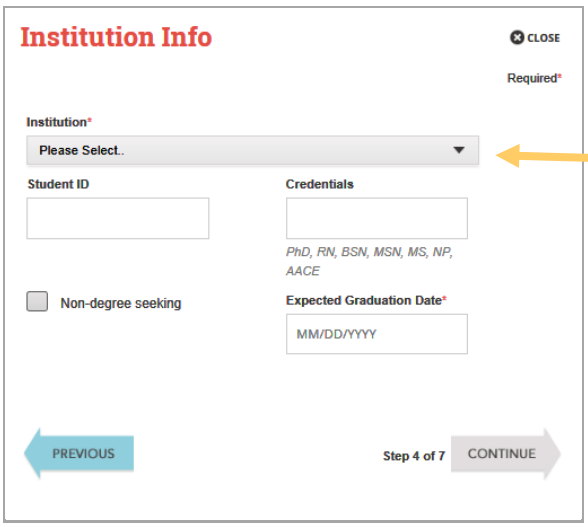
Click **Continue** to enter your personal information.



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.



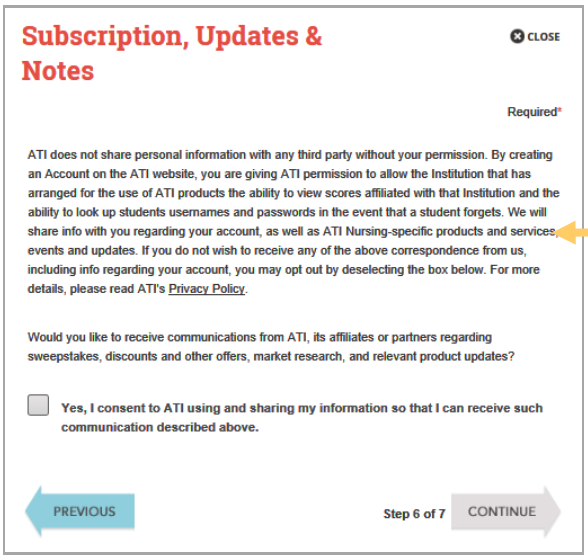
On the Institution Info page, select an Institution from the list and if you are seeking a degree, enter a date in *Expected Graduation Date*. All other fields are optional.

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



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

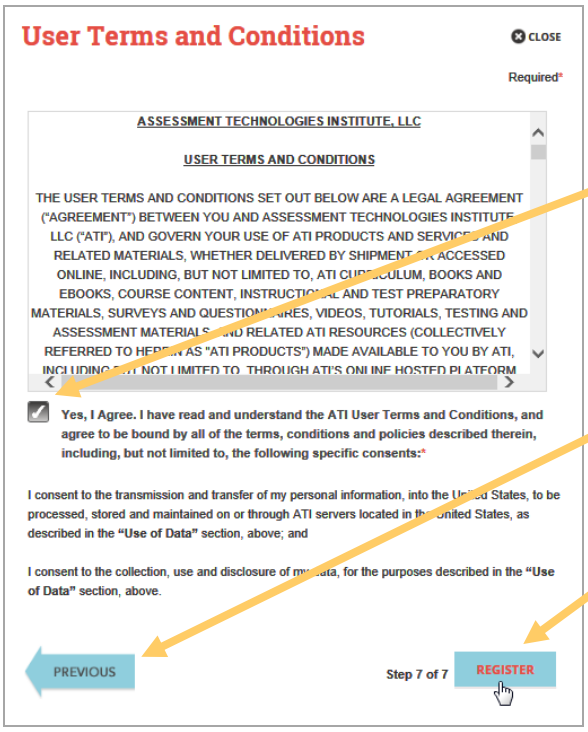
Click **Continue** to go to Subscription, Updates & Notes.



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.

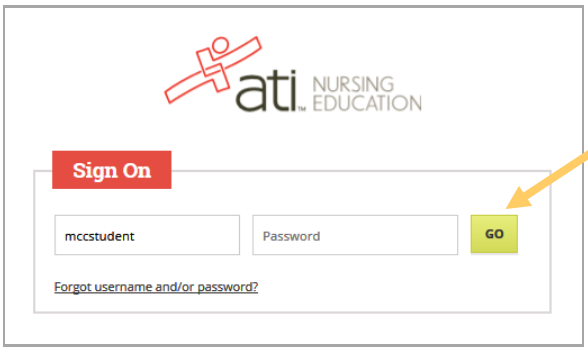


On the User Terms and Conditions page, read the information under User Terms and Conditions.

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.

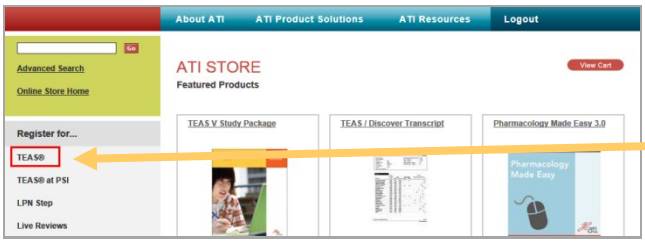
2. Sign on to your Account



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



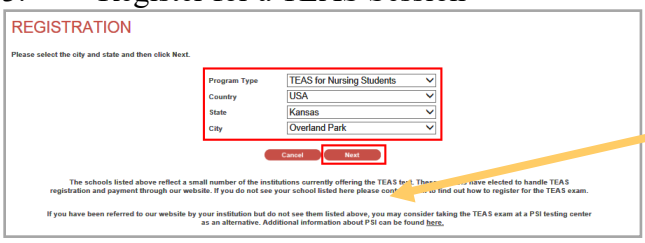
Then, from the Student Home page, click **Online Store** in the upper right corner. The ATI Store page displays.



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

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

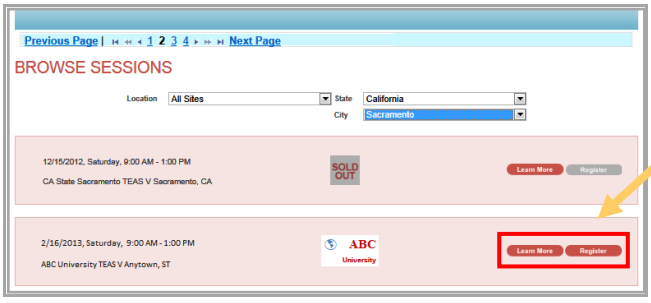
3. Register for a TEAS Session



Select a *Program Type*, based on your anticipated area of study:

- TEAS for Nursing Students (RN and PN)
- TEAS for Allied Health-
- Respiratory Program students:
  - Select Nursing, then select Allied Health

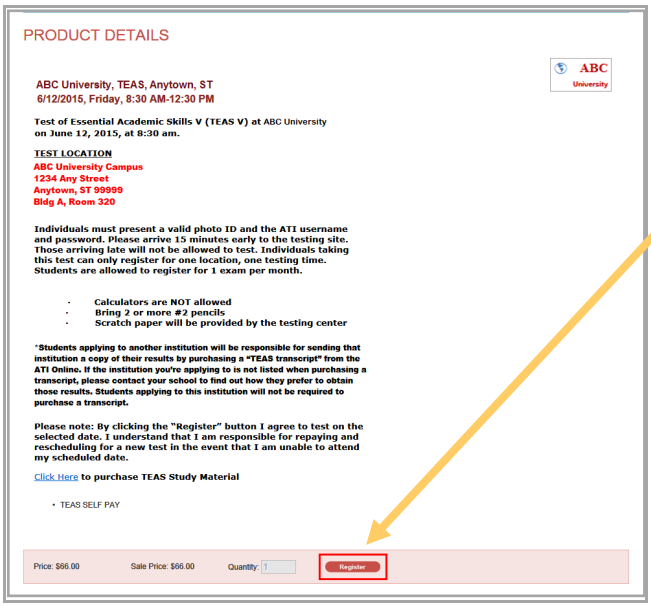
From the *Country*, *State* and *City* lists, select the location



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.

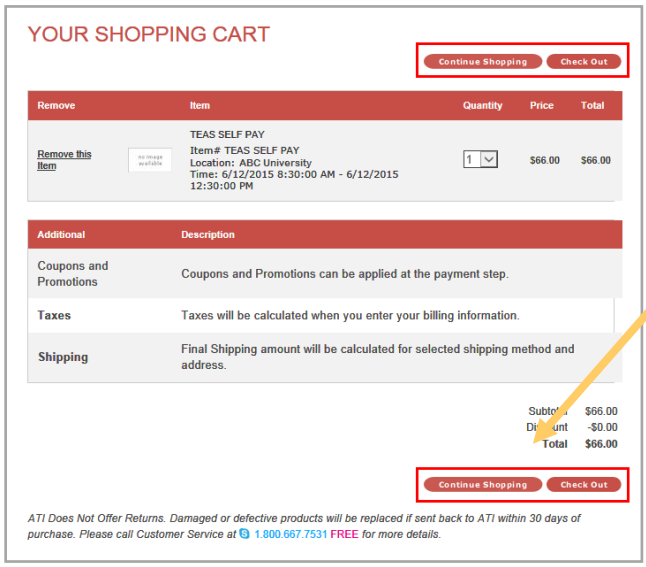


- If you clicked **Register**, skip to the next window.
- If you clicked **Learn More**, you opened this Product Details window. Review the information and then click **Register** to add this session to your online shopping cart or click the back button to go back to your Browse Sessions list.



After you click **Register**, this window displays:

Click **Yes** to continue. Your Shopping Cart displays.



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.

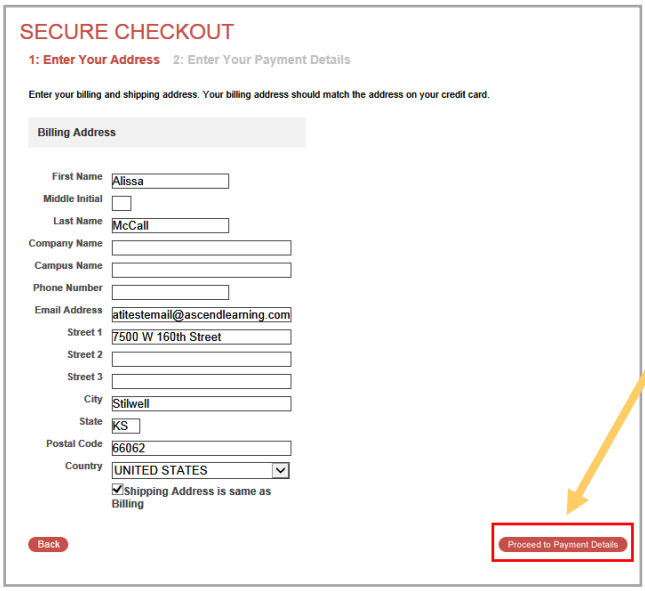
Note: Supporting TEAS items, such as study aids and extra transcripts, are available from the ATI Online Store. At the Online Store home page, enter **TEAS** in the *Search* field and then click **Go** to display all TEAS-related items.

- 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:

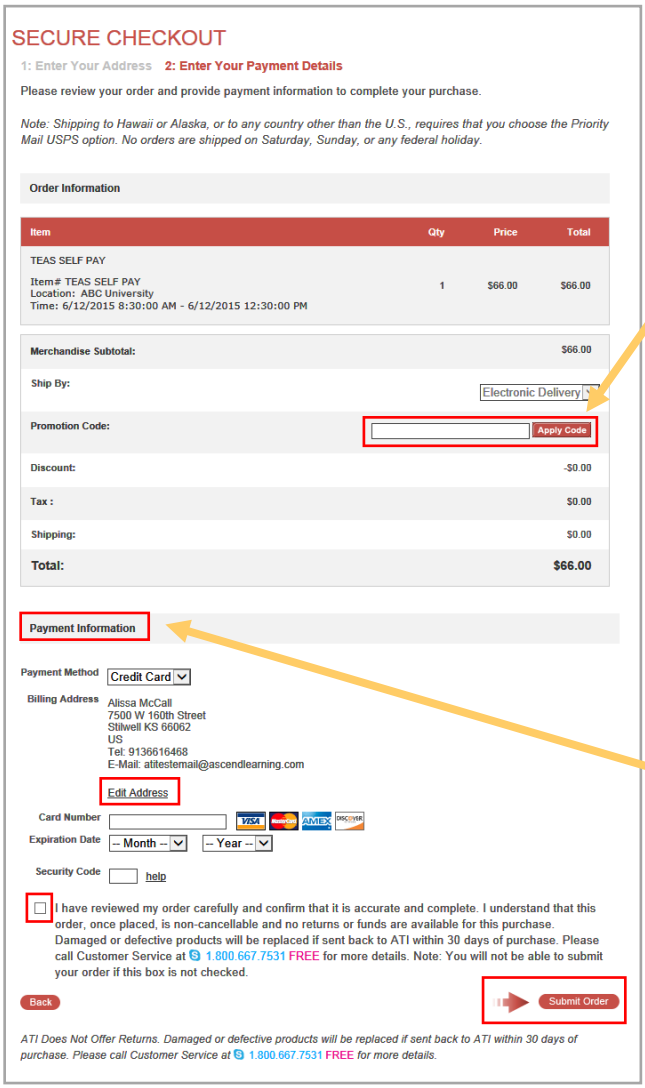
ATI does not offer refunds. Damaged or defective products will be replaced if sent back to ATI within 30 days of purchase. Please call Customer Service at 1.800.667.7531 for more details.

4. Check Out and Pay



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



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 Alissa McCall,

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

Order Information

Order Number: 203371
Order Date: 6/12/2015 1:56:16 PM
Account Number: 22200
Promotion Code:
Payment Method: Credit Card
TransactionID: INV0131165
Invoice Number: 42240741

Customer Service

E-Mail: onlinestore@atitesting.com
Phone: 1.800.667.7531

Billing Address

Melissa McCallop
7500 W 160th Street
Stillwell, KS 66085
US
Tel: 9136616468

Qty	Product Number	Item	Description	Price	Ext.
1	TEAS SELF PAY	TEAS SELF PAY	Location: ABC University Time: 6/12/2015 8:30:00 AM - 6/12/2015 12:30:00 PM	$66.00	$66.00
				Sub Total	$66.00
				Discount	-$0.00
				Shipping (Electronic Delivery)	$0.00
				Total	$66.00

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