

## 12. How Is the Test Graded?

The reading portion of the test is machine scored. The essays, which do not bear the name of the student or the institution, are sent to a central office in Atlanta. There, the essays are mixed, divided into groups, and sent to six or seven grading centers throughout the state. Then, three experienced English faculty members will grade each essay. The graders will make no marks on the essay, but will write the student's social security number and grade on a separate form.

Consequently, graders do not know the name of the student, the institution, or the grade assigned by the other graders. Only after the forms are sent back to Atlanta and processed in the computer can anyone know whether an essay has passed or failed.

## 13. What Is the Check-in Procedures?

A. Students should check their registration schedule to be sure that they arrive for the right section and at the correct time.

B. Students should allow at least one and one-half hours per test for check-in, preliminary testing procedures, and actual testing time.

C. Students should arrive 30 minutes early for check-in.

14. What Should I Bring to the Test Center?

A. Your Admission ticket

B. Your **current validated** Valdosta State University ID Card.

C. Your social security number

D. Two #2 pencils

E. A pen (blue or black ink)

F. A dictionary (Print or Electronic). Optional-to use during the last 15 minutes of the Essay Test.

## 15. When Will I Know the Results of the Regents' Test?

Your results will be mailed to you from the Regents' Testing Coordinator at Valdosta State University by the end of the month designated below or approximately one week before the end of the semester.

Fall Semester Testing — November

Spring Semester Testing — March

Summer Session Testing — July

Also, the Registrar's Office will notify you of your results through its grade reporting. Grades for RGTE 0197 (Essay) and RGTR 0196

## 16. What If I Fail One or Both Parts of the Test?

Students who have not accumulated 45 college-level semester credit hours may retake the test without penalty. After 45 college-level semester credit hours, students who have failed the reading portion of the test must enroll in RGTR 0198 the following semester and achieve a satisfactory course grade before retaking the reading test. Student who failed the essay portion of the test must enroll in RGTE 0199 and achieve a satisfactory course grade before retaking the essay test. Students who fail both parts must enroll in both remedial courses. RGTR 0198 and RGTE 0199 consist of five-hour courses yielding institutional credit and counting as a part of your regular class load.

## 17. Can I Appeal My Failing Grade(s) on the Test?

**READING:** Since the answer sheets used for the Reading Test are graded by a scanning machine, there is no appeal process.

**ESSAY:** If one of the three graders assigned a passing grade (2 or higher) to your failing essay, you may request that your essay be graded again by initiating an appeal through the Coordinator of the Regents' Testing Program in Powell Hall. The Coordinator will forward your essay to the Department of English where an Appeals Committee will regrade your essay and decide whether it will be sent to Atlanta for a second statewide grading. If the Appeals Committee denies the appeal, the essay will not be sent to Atlanta, your score will remain as is, and you will then be notified. However, if the committee believes that the essay may be a passing one, the Coordinator of the Regents' Testing Program will send the essay to Atlanta where three additional graders will read the essay and either sustain or deny the appeal.

For an evaluation of your essay, you should come to the Office of Testing and complete a request form.

### For more information, please contact:

Office of Testing	<b>Phone</b>	229-245-3878
Valdosta State University	<b>Fax</b>	229-293-6309
1500 N. Patterson St.	<b>Web</b>	<a href="http://www.valdosta.edu/testing">www.valdosta.edu/testing</a>
Valdosta, Ga 31698		<a href="http://www.gsu.edu/rtp">www.gsu.edu/rtp</a>

**Office Location** Powell Hall—West, 1<sup>st</sup> Floor



# Valdosta State University®

# The Regents' Test



**Office of Testing**  
Valdosta State University  
1500 N. Patterson St.  
Powell Hall—West, 1<sup>st</sup> Floor  
Valdosta, Ga. 31698-0164

Phone 229-245-3878  
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# The Regents' Test



## 1. What Is the Regents' Test?

The Regents examination is a test of your reading comprehension and essay writing skills.

## 2. Why Was the Regents' Test Made a Requirement for Graduation?

The Board of Regents instituted the test to identify and help students with deficiencies in reading and writing. The test is designed to ensure the literacy of graduates from junior colleges, senior colleges, and universities within the University System of Georgia.

## 3. What Is the Format of the Regents' Test?

The test consists of two parts:

- A. A one-hour essay in which you write on one of four given topics.
- B. An objective one-hour reading comprehension and vocabulary test.

## 4. When Do Students Take the Test?

Students must not delay initial testing beyond having earned 30 college-level semester credit hours. Students who have completed 45 college-level semester credit hours and have not passed both parts of the Regents' Test must enroll in the appropriate remediation class ( Essay- RGTE 0199 and/or Reading-RGTR 0198) *each* semester of attendance at Valdosta State University until passing the examination.

## 5. How Does this Policy Affect Transfer Students?

Having passed the Regents' Test is not a condition of transfer into Valdosta State University. All transferring students within the University System must pass the exam before earning 45 college-level semester hours to avoid remedial courses. Transfer students from non-system institutions with over 30 or more semester credit hours should take the test during their first semester to successfully complete the exam without taking remedial courses.

## 6. Are Any Students Exempted From the Test?

Students who already have a bachelor's degree, or a higher degree, from an accredited college or university do not have to take the

Regents' Test. Students who score 510, or higher, on the SAT-I verbal or at least a 23 on the ACT will have fulfilled the Regents' Exam Reading comprehension component. Students who score a three on the Advanced Placement (AP) Examination in English, or who score at least a 650 on the SAT-II English Writing Exam have fulfilled the Regents' Exam Essay component. Students who have questions concerning Regents' Testing policy should contact the Office of Testing at 229-245-3878. Students whose native language is not English and who do not plan to receive a degree from the school should see the International Student Advisor regarding possible eligibility for The Alternate Proficiency Exam (TAPE). The International Student Advisor is located at 204 Georgia Avenue or call 229-333-7410.

## 7. Are There Special Administrations of the Regents' Test?

Special testing accommodations will be made for students who are competent in the skills required on the Regents' Test, but who are unable to demonstrate competence in a standardized test administration format. The procedure may be used for students with a physical handicap, a documented learning disability and/or a severe test anxiety.

### A. Learning Disability and Physical Handicap:

A diagnosis of learning disability must include evidence of a discrepancy between ability and achievement in an area affecting test performance and must be consistent with the definition and criteria in the *Academic Affairs Handbook*. A student meeting these requirements must contact the Director of Special Services located in Nevins Hall—Room 1115 and the telephone number is 229-245-2498.

### B. Test Anxiety:

In order for a student to receive special accommodations because of test anxiety, the student must have passed the appropriate Regents' Test remediation class at least twice and must be currently enrolled in the appropriate class to receive consideration. In addition, there must be substantial evidence that the student possesses

the skills required for passing the Test; but, because of severe test anxiety is unable to display the skills during a regular exam administration. A student meeting these requirements must contact the Office of the Vice President for Academic Affairs in West Hall, Room 107, to request the form to begin the process for a special administration of the Regents' Test.

## 8. What If I Have Test Anxiety?

Students who have severe test anxiety may seek individual counseling by contacting the VSU Counseling Center located in Powell Hall-East, Second Floor, and the telephone number is 229-333-5940.

## 9. How Do I Register for the Regents' Test?

When you register for your academic courses, you should also register for the components of the Regents' Test. The course names are listed as RGTE 0197 (Essay) and RGTR 0196 (Reading). Both portions of the test must be taken the first time. If you are registering for both the essay and reading portions of the examination, you must take them during the same section (i.e., A, B, C, D, or E).

## 10. What Can I Do to Improve My Score on the Reading Portion of the Test?

Students should try to answer all questions since a wrong answer does not lower your score anymore than an omission. It is wise to guess rather than to leave an answer blank. It is advisable to glance at the questions about a passage before reading the passage and to look for the main idea in the passage.

## 11. How Can I Improve My Chances of Passing the Essay Portion of the Test?

The Writing Center located in the English Department—West Hall, Room 207 is available to help students who plan to take the Regents' Test. Students will receive theoretical help and practice in composing several essays on Regents' Testing Program topics. Also, two videotapes are available at the Library as well as a list of essay topics. The tapes and the list of essay topics are listed under Dean of Students. The videotapes consist of a one hour preparation session for the essay portion. It may be checked out for overnight use or you may view the videotape in the Library.