INSTRUCTIONS FOR SCHEDULING A TEST

Go to www.icc.edu – navigate to "**AROUND CAMPUS**" and click **"TESTING CENTER"**
Click "**MAKE AN APPOINTMENT**"

1. Select the service you are needing – here are a few examples
    a. ICC Placement Test – choose Math, Reading, or Reading & Math
    b. ICC Proctored Test (make-up/online) – choose time allotted
    c. Other Placement Tests - Bio 205, Spanish, Engineering, Mechanical Reasoning or Music Theory
2. **Select a location**
3. **Select a date**
4. **Select an opening**
5. **Enter contact info**
6. **Click "Confirm"**

Illinois Central College
Testing Center

Review Appointments

1. Select a service

- Access Service
- College Credit by Exam
- HESI Paramedic
- HR Pan Testing
- HR Skills Testing
- ICC Placement Test
- ICC Proctored Test (make-up/on-line)
- Other Placement Tests
- Test for another school

2. Select a location

All

Review appointment settings

Date: Apr 22 2016
Time: (US-CST)
Location:
Service:
Staff:

3. Select a date

◄ April 2016 ►

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

5. Enter contact info

First Name:
Last Name:
Phone(day):
Phone(eve):
Email:

6. Press confirm   Confirm

4. Select an opening: Apr 22

Central Time

8:00 9:00 10:00 11:00 12:00 1:00 2:00 3:00 4:00

Select a date and service to see available openings.

If you are taking an ICC Proctored Test, you must enter your instructor's last name and course (Ex – John /Math 092)
Please notify your instructor you have made an appointment along with the date and time of your appointment.

Click "**OK**". You will see a reminder that you **MUST** have a photo ID to test.
You will receive a confirmation email with your testing date and time.