

## “TESTING OUT” REGISTRATION FOR ZEELAND HIGH SCHOOL COURSES

The testing out process allows for a student to take a test out exam and/or complete test out projects for the chance of earning credit in a particular class. The State of Michigan has established a cut score of 76.5% or better on each semester test out exam to qualify a student for credit in a particular course.

**Specific test out dates and times will be provided by the department responsible for the test once the application is received. The department head will email you with available dates for you to choose from. Please note that ALL communications will be via email.**

Keep in mind, however, that most test out situations will require **MORE** than one day of testing. Depending on what courses your student is planning to test out, most courses have multiple exams to complete. For example, Geometry has two exams; Honors Algebra 1 has four exams; Honors Spanish 1 has one exam; English 9 has two exams. Each section that is started during a testing session **MUST** be completed during the same session. Students will not be allowed to finish a section on a different testing date. Meaning, if a student takes part 1 and part 2 on Monday, they must complete both parts; they may not finish up part 2 on Tuesday. Therefore, you should plan to start testing as soon as possible.

A successful test out attempt will show up on your student’s transcript as a CR “credit”. An unsuccessful attempt will show up as an NC “no credit”. Test out attempts, earning CR or NC, do not factor into a student’s GPA. Students will be

**No further notice will be given, so please detach and submit the registration form below and retain the upper portion for your records.** Please inform the Counseling Office if you decide to not test out. All questions about the tests should be directed to the Department Chair for that area:

- Mrs. Corrinne Mielke (English) – [cmielke@zps.org](mailto:cmielke@zps.org)
- Mrs. Jennifer Soukhom (Science) – [jsoukhom@zps.org](mailto:jsoukhom@zps.org)
- Mrs. Marilee Wyckoff (Math) – [mwyckoff@zps.org](mailto:mwyckoff@zps.org)
- Mr. Timothy Minnear (Social Studies) – [tminnear@zps.org](mailto:tminnear@zps.org)
- Mrs. Rebecca Purnell (Foreign Language) – [rpurnell@zps.org](mailto:rpurnell@zps.org)

Since times may vary for students to complete the test, a phone will be available for use after an exam is finished. Please call Dawn Collins in the Zeeland West Counseling Office at 748-4520, if you have any questions about this process.

### **IMPORTANT:**

1. Because testing out implies **extensive** prior knowledge in a particular subject, students will not be supplied with study materials, as it is expected that they would already know the information; however, they may request a course syllabus.
2. The NCAA does **NOT** count tested out classes towards its core course eligibility requirements.

Please submit the registration form below to the Zeeland West Counseling Office by **Friday, March 17th**.

If mailing, please address the form to:

**Zeeland West High School  
Counseling Office  
Attn: Dawn Collins  
3390 100th Ave.  
Zeeland, MI 49464**

SEE ATTACHED FORM TO BE TURNED IN

**Testing Out Registration Form - Due March 17, 2017**

Name: \_\_\_\_\_ Grade: \_\_\_\_\_ Current School: \_\_\_\_\_

Telephone: (    ) \_\_\_\_\_ Parent email: \_\_\_\_\_

Course(s) requesting to test out of:

Class \_\_\_\_\_ Class \_\_\_\_\_

Class \_\_\_\_\_ Class \_\_\_\_\_

Class \_\_\_\_\_ Class \_\_\_\_\_

**AGREEMENT:** I understand that the State of Michigan mandates the Michigan Merit Exam (MME) in the spring of the junior year. Besides the SAT and WorkKeys tests, areas are tested for Michigan specific curriculum in Mathematics, Science and four Social Studies areas: Geography, History, American Government, and Economics. Testing out of any course in these areas may affect MME test results due to lack of actual participation in that course.

\_\_\_\_\_  
Student signature

\_\_\_\_\_  
Parent/Guardian signature

\_\_\_\_\_  
Date