

SPATIAL & DEXTERITY TESTING INSTRUCTIONS:

THIS TEST MUST BE COMPLETE PRIOR TO THE FEBRUARY 1ST APPLICATION DEADLINE- NO EXCEPTIONS

Step 1: PAY FOR A TEST

1. Pay through MyCSN. \$25.00 (One time only fee, \$5.00 to retake or reschedule)
 - a. Go to MyCSN
 - b. Click "Enter MyCSN Student Center"
 - c. Under "Finances"
 1. Use the drop-down menu to select "Purchase Items"
 2. Click the ">>"
 3. Fill out the form for your test

Step 2: SCHEDULE TEST

1. To schedule your test:
 - a. Visit <https://outlook.office365.com/owa/calendar/DHSpatialandDexterityTesting1@student.csn.edu/bookings/>
 - b. This brings you to the exam registration; select one of the open dates and fill out as prompted.
2. **Note:** There are limited spots available for each testing date. Once a session is full, it will no longer be displayed.
3. **CAREFULLY** read the "Exam Guidelines Acknowledgments" and additional information in the confirmation email you will receive.

Step 3: ON TEST DAY

1. Report to the location specified at registration 15-30 minutes PRIOR to the scheduled time with a government issued photo ID. Testing will begin promptly at the scheduled time.
2. Bring your PRINTED MyCSN receipt to the test.
 - If you do not present a **printed** receipt on the exam day, you will have to reschedule your exam for a different session.
3. Expect testing to take about 2-3 hours (Re-testing will be permitted once for a fee of \$5.00. If you fail to appear for your scheduled test, you may reschedule for a fee of \$5.00. Should you have any further questions about the program, procedures, or retesting, please contact the Dental Hygiene program at: 702.651.5577)

Step 4: RESULTS

1. Go to MyCSN and click "Enter MyCSN Student Center"
2. Under "Academics"
 - a. Click "My Academics"
 - b. Click "view my test scores"

Please Note: You will not be able to receive your results from the department.