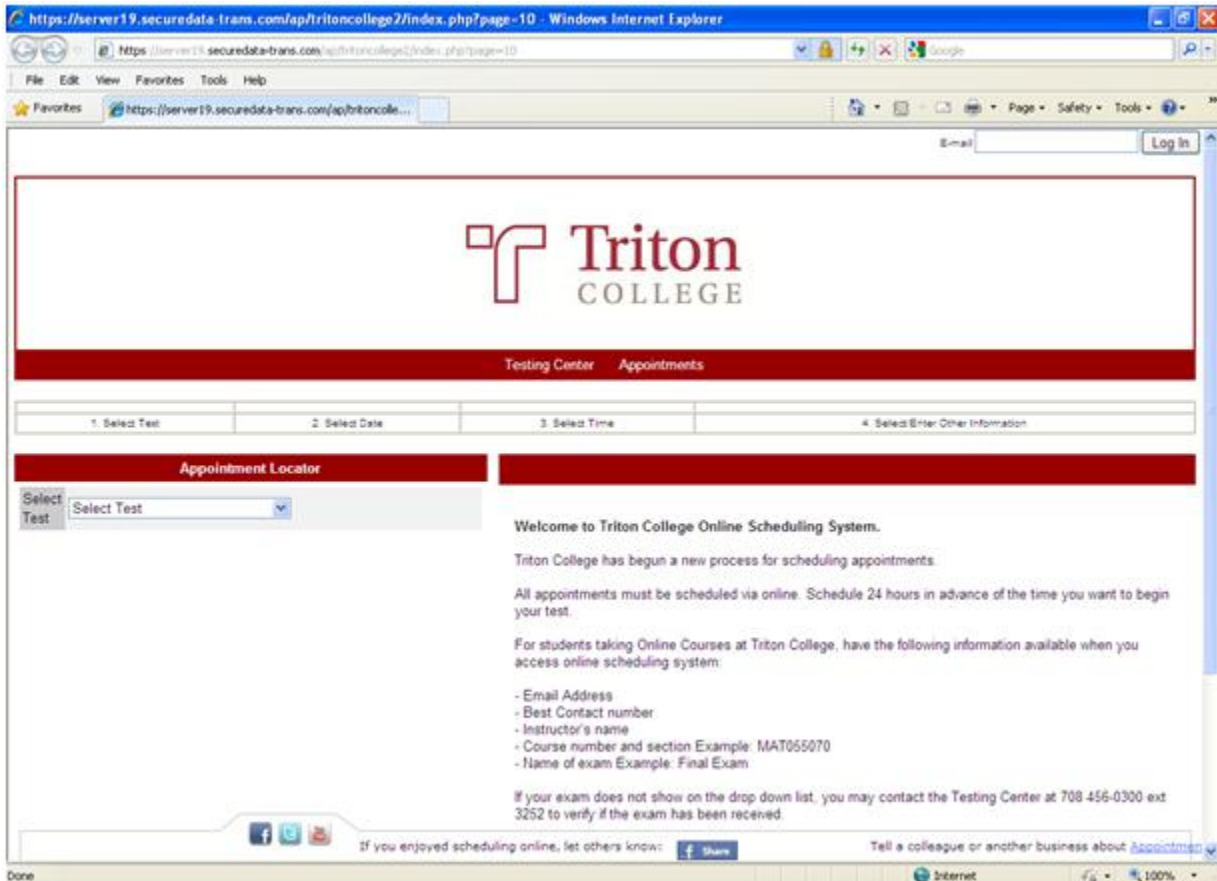


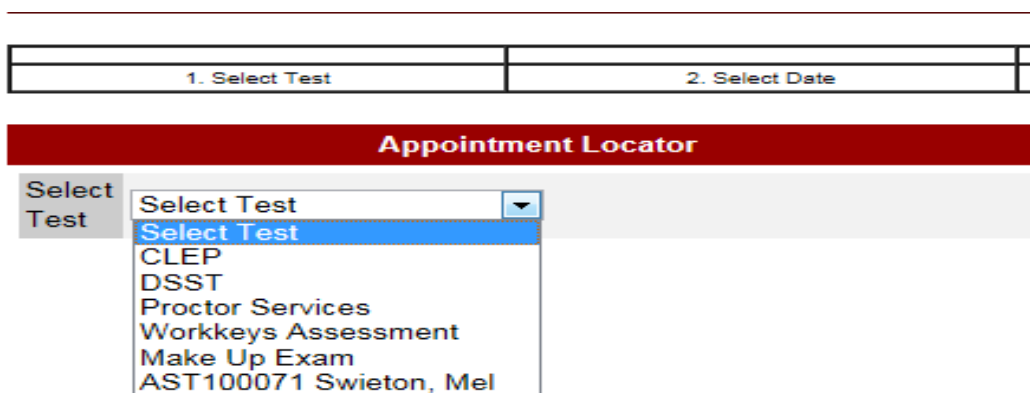
Students can now make their appointments online. If you are taking CLEP, DSST, Workkeys, Proctor services, and Online and Make up Exams, follow the instructions to create an appointment for your test.

Step 1 Go to [www.triton.edu/testingcenter](http://www.triton.edu/testingcenter) and Click on 

Step 2 Student will be directed to Triton College Online Scheduling System.



Step 3 Select a test



For students taking Online Courses at Triton College, have the following information available when you access the online scheduling system:

- Email Address
- Best Contact number
- Instructor's name
- Course number and section. For Example: MAT055070
- Name of exam Example: Final Exam

If your exam does not show on the drop down list, you may contact the Testing Center at (708) 456-0300 Ext. 3252 to verify if the exam has been received.

For students taking CLEP, DSST, Workkeys, Proctor Services, and Make Up Exams, use the drop down menu to select the test and schedule your appointment.

#### Step 4 Select Date

February 2013						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					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		

Schedule 24 hours in advance of the time you want to begin your test. You can schedule your appointment up to 90 days in advance.

#### Step 5 Select Appointment Time

**Triton COLLEGE**

Testing Center Appointments

3. Select Time      4. Select/Enter Other Information


**Select Appointment Time**

<p>Students can use your knowledge on test day in secondary bearing ID. The photograph.</p> <p>Passport, Military or certification of</p>	<p>Thursday, February 21, 2013 at 9:00am <input type="button" value="Select"/></p> <p>Thursday, February 21, 2013 at 11:00am <input type="button" value="Select"/></p> <p>Thursday, February 21, 2013 at 1:00pm <input type="button" value="Select"/></p> <p>Thursday, February 21, 2013 at 3:00pm <input type="button" value="Select"/></p> <p>Thursday, February 21, 2013 at 5:00pm <input type="button" value="Select"/></p> <p>Tuesday, February 26, 2013 at 9:00am <input type="button" value="Select"/></p> <p>Tuesday, February 26, 2013 at 11:00am <input type="button" value="Select"/></p> <p>Tuesday, February 26, 2013 at 1:00pm <input type="button" value="Select"/></p> <p>Tuesday, February 26, 2013 at 3:00pm <input type="button" value="Select"/></p> <p>Tuesday, February 26, 2013 at 5:00pm <input type="button" value="Select"/></p>
---	--

If you enjoyed scheduling online, let others know:        Tell a colleague or another business about Appointments

## Step 6 Finalize Your Appointment

E-mail



# Triton COLLEGE

Testing Center Appointments

3. Select Time | 4. Select/Enter Other Information

Selected Appointment Information	
Testing Center	CLEP
Test	CLEP
Date	Thursday, February 21, 2013
Start Time	11:00am

*Please continue below to finalize your appointment*

Please complete the following information.

Are you a new or returning user?  New User  Returning User

---

If you are a New User, you will need a valid email address. For Triton College students, use your Triton College email address when creating your account.

Selected Appointment Information	
Testing Center	CLEP
Test	CLEP
Date	Tuesday, February 12, 2013
Start Time	9:00am

*Please continue below to finalize your appointment*

Please complete the following information.

Are you a new or returning user?  New User  Returning User

**New User**

Please enter information below (required fields are in bold)

First Name	<input type="text"/>
Last Name	<input type="text"/>
Best Contact #	<input type="text"/>
E-mail	<input type="text"/>
Login	<input type="text"/>
Password	<input type="password"/>
Retype Password	<input type="password"/>

For Proctor Services, please indicate the name of the test, course name, instructor's name, and institution's name.

For Make Up Exams, please indicate the name of the test, course name with section, and name of your instructor.

*Missing information may delay processing your appointment and/or your appointment may need to be rescheduled.*

Sharing online, let others know:  Tell a colleague or another business about [Appointment](#)

For Returning Users, remember your account information. Should it get lost, contact the Testing Center at (708) 456-0300 Ext 3252.


Additional Information is required for the following exams:

For Proctor Services, please indicate the name of the test, course name, instructor's name, and institution's name.

For Make-up Exams, please indicate the name of the test, course name with section, and name of your instructor.

Missing information may delay processing your appointment and/or your appointment may need to be rescheduled.

**Step 7 Your Appointment has been confirmed**

2. Select Date		3. Select Time		4. Select/Enter Other Information	
<b>Appointment Locator</b>		<b>Selected Appointment Information</b>			
<input type="text"/>		<b>Testing Center</b>	CLEP		
<input type="text"/>		<b>Test</b>	CLEP		
<input type="text"/>		<b>Date</b>	Tuesday, February 12, 2013		
<input type="text"/>		<b>Start Time</b>	9:00am		
nation Program (CLEP), students can ng it. Just demonstrate your knowledge gain college credit.  of personal identification on test day in room – primary and secondary  overnment-issued photo bearing ID. ignature, and a recognizable  <b>include:</b>  ederal ID card, Current passport, e, Tribal ID, Naturalization card or  <b>ID include:</b>  redit card, Social Security card, Military from the primary choices above  quired at the time of test.  with credit card, check or money order.  ble to Triton College with cash, check or		<b>Your appointment has been confirmed!</b>  We will send you a reminder e-mail prior to your appointment. You may log in at any time to see your existing appointments.  <a href="#">click here to print a printer-friendly appointment confirmation</a>			
		<b>Existing Appointments</b>			
		Please allow at least 24 hours notice for cancellations			
		Click on appointment link to view details ( <a href="#">show all</a>   <a href="#">print all</a> )			
		<a href="#">Tuesday, February 12, 2013 at 9:00am</a>		<a href="#">print</a>   <a href="#">cancel appointment</a>	
		If you enjoyed scheduling online, let others know: <a href="#">Share</a>		Tell a colleague or another business about <a href="#">Appointme</a>	

**Step 8 Students will receive a confirmation email of their appointment. Please allow at least 24 hours' notice for cancellations.**

**Step 9 Test Day**

Students are responsible for bringing a valid and acceptable form of identification when reporting to Triton College Testing Center. Students are responsible in ensuring that their ID documents are up-to-date and available on the day of the test.

Valid forms of Identification: Passports, State Id, Driver's License, High School or College ID.