

Computer Competency Assessment 2017-18 Registration Form



Student Name _____

Street Address _____

City, State, Zip _____

Phone _____

Results will be sent to the following

Email address: _____

Student ID _____

Graduation Year _____

School Currently Attending _____

Software version: Microsoft Office 2016

Please check the box next to the date to indicate when you would like to take the assessment. Students may only register for one test date at a time:

Indicate Date of Attendance	Assessment Date	Time	Registration Deadline
<input type="checkbox"/>	Thursday, August 24	3:00 – 5:30 pm	Friday, August 18
<input type="checkbox"/>	Saturday, October 7	9:00 – 11:30 am	Friday, September 29
<input type="checkbox"/>	Wednesday, October 18	3:00 – 5:30 pm	Friday, October 13
<input type="checkbox"/>	Wednesday, November 8	3:00 – 5:30 pm	Friday, November 3
<input type="checkbox"/>	Saturday, December 2	9:00 – 11:30 am	Monday, November 27
<input type="checkbox"/>	Saturday, January 6	9:00 – 11:30 am	Wednesday, January 3
<input type="checkbox"/>	Wednesday, January 17	3:00 – 5:30 pm	Friday, January 12
<input type="checkbox"/>	Wednesday, February 14	3:00 – 5:30 pm	Friday, February 9
<input type="checkbox"/>	Saturday, February 24	9:00 – 11:30 am	Friday, February 16
<input type="checkbox"/>	Wednesday, March 7	3:00 – 5:30 pm	Friday, March 2
<input type="checkbox"/>	Saturday, March 24	9:00 – 11:30 am	Friday, March 16
<input type="checkbox"/>	Wednesday, April 11	3:00 – 5:30 pm	Friday, April 6
<input type="checkbox"/>	Saturday, April 21	9:00 – 11:30 am	Friday, April 13
<input type="checkbox"/>	Wednesday, May 2	3:00 – 5:30 pm	Friday, April 27
<input type="checkbox"/>	Wednesday, June 6	3:00 – 5:30 pm	Friday, June 1

Registration Deadline:

There are 30 stations available in each testing session; registration is available on a first come first served basis. If the testing date is full, the student is registered for next testing date and notified of the change. Students who register after the deadline are automatically enrolled in the following testing date.

Return this form by:**MAIL**

KSD Administration Center, CTE Department
1000 W Fourth Avenue, Kennewick, WA 99336

FAX to Computer Competency Assessment at (509) 222-5053

SCAN and email to lori.hagadorn@ksd.org

Computer Competency Assessment:

You must bring your student identification (photo ID) to the assessment at Kennewick High School, room 117. Students should go to the main front door at Kennewick High School (door faces Dayton Street). If the door is not open, wait there until the teacher opens the door. Students should arrive at the testing site 10 minutes prior to the start of the assessment. On Wednesdays, students need to check in at the front office and get a visitor's badge prior to going to the testing room.

Results:

Students receive results within a week of testing via email. The student's boundary school receives assessment results and posts the results to the transcript if the student passed.

Questions? Please contact Molly King at 222-6523 or molly.king@ksd.org