INSTRUCTIONS FOR KAPLAN ADMISSION EXAM

NOTE: The KAPLAN Admissions Exam score is used for screening and ranking of applicants.

Traditional Program Deadlines:  
**Spring Admission (January)**  
Opens: July 1st  
App Deadline: September 10th  
Kaplan: September 15th

**Fall Admission (August)**  
Opens: January 20th  
App Deadline: March 10th  
Kaplan: March 15th

**Summer Admission (May)**  
Opens: November 1st  
App Deadline: January 10th  
Kaplan: January 15th

**Accelerated (AIP):**  
Kaplan: January 15th

Things to remember:
- A completed application must be submitted to be registered to take the Kaplan Entrance Exam. Please submit your Kaplan registration request with your scheduled exam date information after submission of completed application.
- Students may take the Kaplan exam only once per application cycle.

Test taking disability accommodation is allowed for qualified students through the NAU Disability Resource Office. If this type of accommodation on the Kaplan Entrance Exam is warranted, please contact NAU Disability Resource Office at 928-523-8773 or e-mail DR@nau.edu. For more information visit their website https://nau.edu/disability-resources/. Please submit Disability Resource accommodation requests in a timely manner so approvals can be sent to the School of Nursing. This is necessary to ensure testing can occur before the application deadline.

The Kaplan Nursing School Entrance Exam consists of 91 questions for a total of 165 minutes

<table>
<thead>
<tr>
<th>Section</th>
<th># of Questions</th>
<th># of Minutes to Complete</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reading</td>
<td>22</td>
<td>45</td>
</tr>
<tr>
<td>Writing</td>
<td>21</td>
<td>45</td>
</tr>
<tr>
<td>Math</td>
<td>28</td>
<td>45</td>
</tr>
<tr>
<td>Science</td>
<td>20</td>
<td>30</td>
</tr>
<tr>
<td>Totals</td>
<td>91</td>
<td>165 (2 hours 45 minutes)</td>
</tr>
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It is important to schedule the exam in advance, and email your registration request with your scheduled exam information to the School of Nursing at least 5-7 business days before the exam to ensure a registration with your Kaplan username and password is generated in time for your scheduled exam date.

FOR ACCELERATED BSN PROGRAM KAPLAN TESTING:

**ABSN For Students in the Flagstaff Area:**

1. Contact the NAU Testing Center (www.nau.edu/testing or 928-523-2358) to schedule the Kaplan Admissions exam. Testing sessions are by appointment only. **There is a $50.00 proctor fee that is due at the time of scheduling.**

2. Send an email to nursing@nau.edu with ADMISSION EXAM in the SUBJECT line. Please indicate your registered NAME (no nicknames), your NAU student ID# (7 digital numerical ID), the EXAM DATE, ADMISSIONS TERM applying for, and that you are taking the exam at the NAU TESTING CENTER or you may send your testing center scheduled receipt. **Please send this 5-7 business days before your exam date.**

3. You will receive a confirmation email from nursing@nau.edu; print and keep a copy of this confirmation to take with you to the testing center. You will be required to bring two forms of ID that match your registered name, including at least one photo ID in order to take the exam.

**ABSN For Students outside of the Flagstaff Area:**

1. **Call** a testing center in your local area, find out if they have proctoring services and is willing to proctor the exam. Most community colleges and universities have a testing center but do not list that they have proctoring services. You will need to contact them to find out if they have this service. **Be sure to get a valid email address and**
contact information for the testing center.

2. Send an email to nursing@nau.edu with ADMISSION EXAM in the SUBJECT line. Please indicate your registered NAME (no nicknames), your NAU student ID# (7 digital numerical ID), EXAM DATE, ADMISSIONS TERM applying for, and the TESTING CENTER NAME along with the TESTING CENTER EMAIL so that your exam information can be sent to them. Please send this 5-7 business days before your exam date.

3. You will receive a confirmation email from nursing@nau.edu; print and keep a copy of this confirmation to take with you to the testing center. You will be required to bring two forms of ID that match your registered name, including at least one photo ID in order to take the exam.

FOR TRADITIONAL BSN PROGRAM KAPLAN TESTING:

Schedule Kaplan exam after SON Application is submitted. Registration for a Kaplan exam will not be completed without a completed SON Application. Your application will be verified before registration to test.

TBSN for Students in the Flagstaff Area:

1. Contact the NAU Testing Center (www.nau.edu/testing or 928-523-2358) to schedule the Kaplan Admissions exam. Testing sessions are by appointment only. There is a $50.00 proctor fee that is due at the time of scheduling.

2. Send an email to nursing@nau.edu with ADMISSION EXAM in the SUBJECT line. Please indicate your registered NAME (no nicknames), your NAU student ID# (7 digital numerical ID), the EXAM DATE, ADMISSIONS TERM applying for, and that you are taking the exam at the NAU TESTING CENTER or you may send your testing center scheduled receipt. Please send this 5-7 business days before your exam date.

3. You will receive a confirmation email from nursing@nau.edu; print and keep a copy of this confirmation to take with you to the testing center. You will be required to bring two forms of ID that match your registered name, including at least one photo ID in order to take the exam.

TBSN for Students in the Tucson Area:

It is important to schedule the exam in advance to ensure a seat is available. Walk-ins are not permitted.

1. Call 520-206-3485 to schedule your exam. You must reserve a seat prior to the test date as there is limited space available. The proctoring fee is $25 dollars due prior to testing at the testing center cashier. Test-takers must present receipt to the Testing Center staff on the day of testing. Code for cashier CCGE.

Scheduled exams will take place at:
Pima CC Downtown Campus Testing Center
1255 N. Stone Avenue,
Tucson, AZ 85709
Testing Center is Located in Room LB-170

2. Arrive 15 minutes prior to appointment, present receipt and two forms of ID. One ID must be a photo ID.

3. Send an email to nursing.tucson@nau.edu with ADMISSION EXAM in SUBJECT line. Please indicate your registered NAME (no nicknames), your NAU student ID# (7 digital numerical ID), the EXAM DATE, ADMISSIONS TERM applying for, and that you are taking it at the Pima CC Downtown Testing Center.

4. You will receive a confirmation email from nursing.tucson@nau.edu print and keep a copy of this confirmation to take with you to the Testing Center

Testing sessions are by appointment only 520-206-3485. You must bring two forms of ID, including at least one photo ID, in order to take the exam.
**TBSN for Students in the Yuma Area:**

1. Arizona Western College Testing Center and NAU-Yuma Testing Center are the testing centers located in the Yuma area that will proctor the Kaplan Admissions Exam. AWC offers exams on a walk-in basis however, registration is required prior to taking the exam, please submit your registration request to nursing.yuma@nau.edu. Additional AWC testing center information is available at www.azwestern.edu/testing or by calling 928-344-7641.

2. NAU-Yuma Testing Center requires an appointment, please contact Brandi Daniel at nursing.yuma@nau.edu to schedule your exam.

3. Send an email to nursing.yuma@nau.edu with ADMISSION EXAM in the SUBJECT line. Please indicate your registered NAME (no nicknames), your NAU student ID# (7 digital numerical ID), the EXAM DATE, ADMISSIONS TERM applying for, and that you are taking the exam at ARIZONA WESTERN COLLEGE testing center with proctor email testing@azwestern.edu or NAU-Yuma Testing Center with proctor email nursing.yuma@nau.edu. Please send this 5-7 business days before your exam date.

4. You will receive a confirmation email from nursing.yuma@nau.edu; print and keep a copy of this confirmation to take with you to the Arizona Western College Testing Center.

5. AWC testing Center - there is a $30 proctor fee due at the time of the exam. NAU-Yuma Testing Center offers the exam at no charge.

6. NOTE: The proctor WILL NOT administer the exam unless they have received an email from the School of Nursing confirming your test date. You will be required to bring two forms of ID that match your registered name, including at least one photo ID in order to take the exam.

**TBSN for Students not in the Flagstaff, Tucson or Yuma Area:**

1. Call a testing center in your local area, find out if they have proctoring services and is willing to proctor the exam. Most community colleges and universities have a testing center but do not list that they have proctoring services. You will need to contact them to find out if they have this service. Be sure to get a valid email address and contact information for the testing center.

2. Send an email to nursing@nau.edu with ADMISSION EXAM in the SUBJECT line. Please indicate your registered NAME (no nicknames), EXAM DATE, your NAU student ID# (7 digital numerical ID), ADMISSIONS TERM applying for, and the TESTING CENTER NAME along with the TESTING CENTER EMAIL so that your exam information can be sent to them. Please send this 5-7 business days before your exam date.

3. You will receive a confirmation email from nursing@nau.edu; print and keep a copy of this confirmation to take with you to the testing center. You will be required to bring two forms of ID that match your registered name, including at least one photo ID in order to take the exam.

**TBSN for Students testing at Good Shepherd Mission - Fort Defiance**

1. Call 928-729-2060 or email aip.nursing@nau.edu to schedule your exam. You must schedule an exam date and time. They are available by appointment only.

2. Send an email to nursing@nau.edu with ADMISSION EXAM in the SUBJECT line. Please indicate your registered NAME (no nicknames), your NAU student ID# (7 digital numerical ID), the EXAM DATE, ADMISSIONS TERM applying for, and that you are taking the exam at the Good Shepherd Mission. Please send this 5-7 business days before your exam date.

3. You will receive a confirmation email from nursing@nau.edu; print and keep a copy of this confirmation to take with you to the testing center. You will be required to bring two forms of ID that match your registered name, including at least one photo ID in order to take the exam.