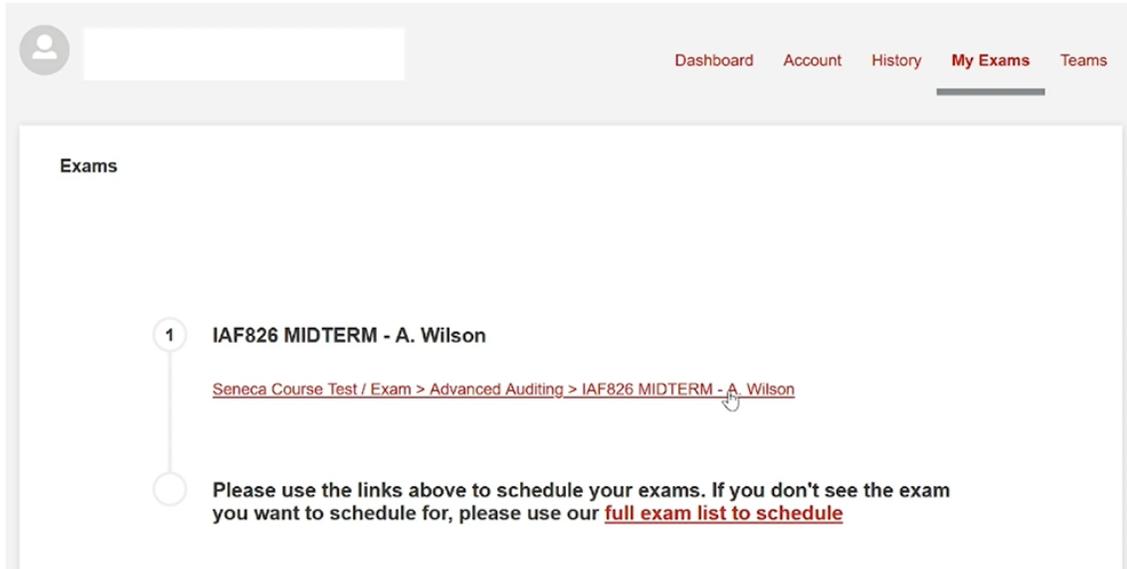


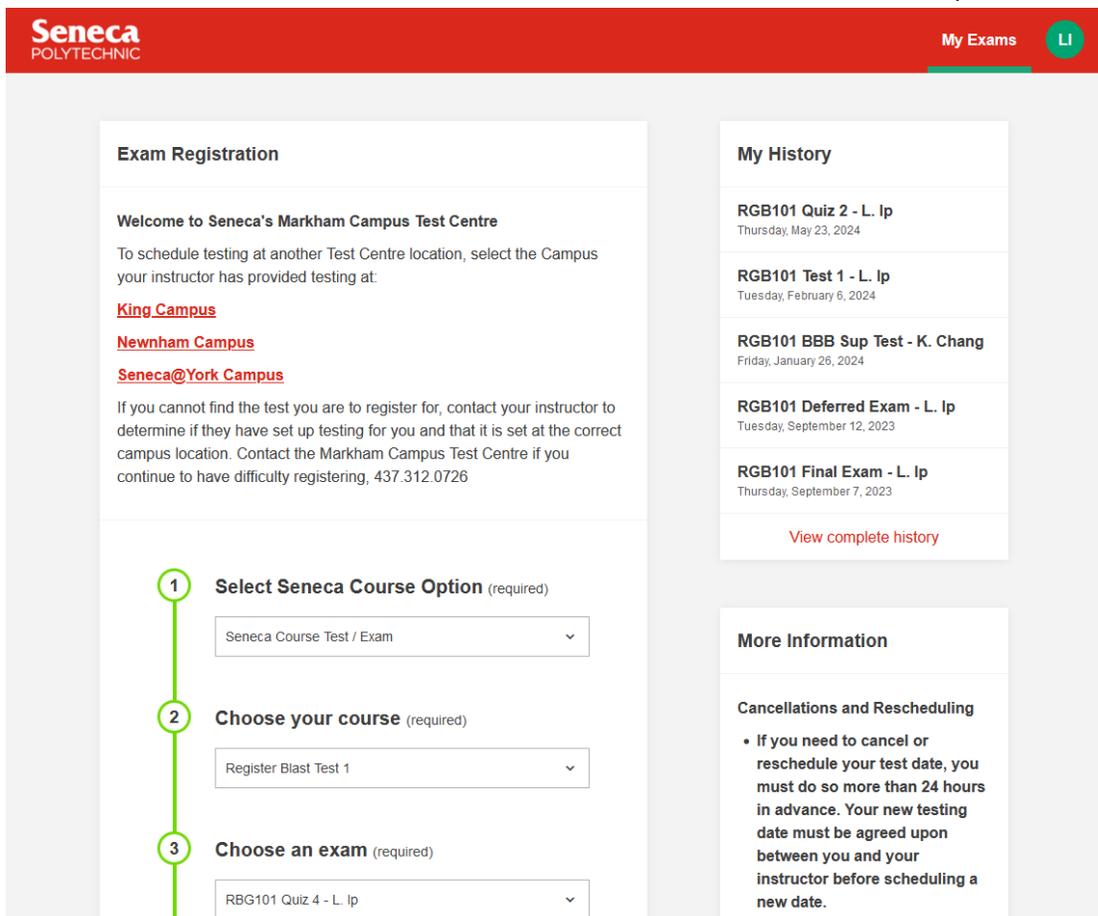
# How to Register (Schedule) for a Test Date

## 1. Select the Test Name

a) Select the test name link that you are scheduling a test date for from your list of courses



b) Student Status, Course, and Exam fields will be automatically filled



## 2. Select accommodations

a) Select the applicable accommodations you would like to apply for this test registration. Otherwise, proceed with selecting a test date

**4** **Select Accommodations**

Select the accommodations that you wish to use on this registration.

- Extended Time One and a half (1.5x)
- Formula sheet; to be approved by Faculty 5 days prior to assessment
- Scrap Paper
- Text to Speech application
- Music during timed assessments

## 3. Select a test date

a) Choose an available testing date from the calendar widget

**5** **Choose a Date** (required)

Thursday, July 6, 2023

< July 2023 >

Su	Mo	Tu	We	Th	Fr	Sa
						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	29
30	31					

6

#### 4. Select a test time

- a) Select a test start time by choosing from the available start times located in the drop-down menu under the 'Choose a time' heading

**6 Choose a Time** (required)

Select an option

Select an option

- 8:30 AM
- 9:00 AM
- 9:30 AM
- 10:00 AM
- 10:30 AM
- 11:00 AM
- 11:30 AM
- 12:00 PM
- 12:30 PM
- 1:00 PM
- 1:30 PM
- 2:00 PM
- 2:30 PM
- 3:00 PM

Exam Start Time

#### 5. Complete your student information

- a) Your personal information (first name, last name and Seneca email) fields will auto fill when you're signed in with your Seneca credentials
- b) Please enter your Seneca ID number (nine-digit student number) and your program code (3 or 4 letters ie. PHS).

**7 Who is taking this exam?**

Seneca students must login with their Seneca credentials before registering for testing

First Name (required)

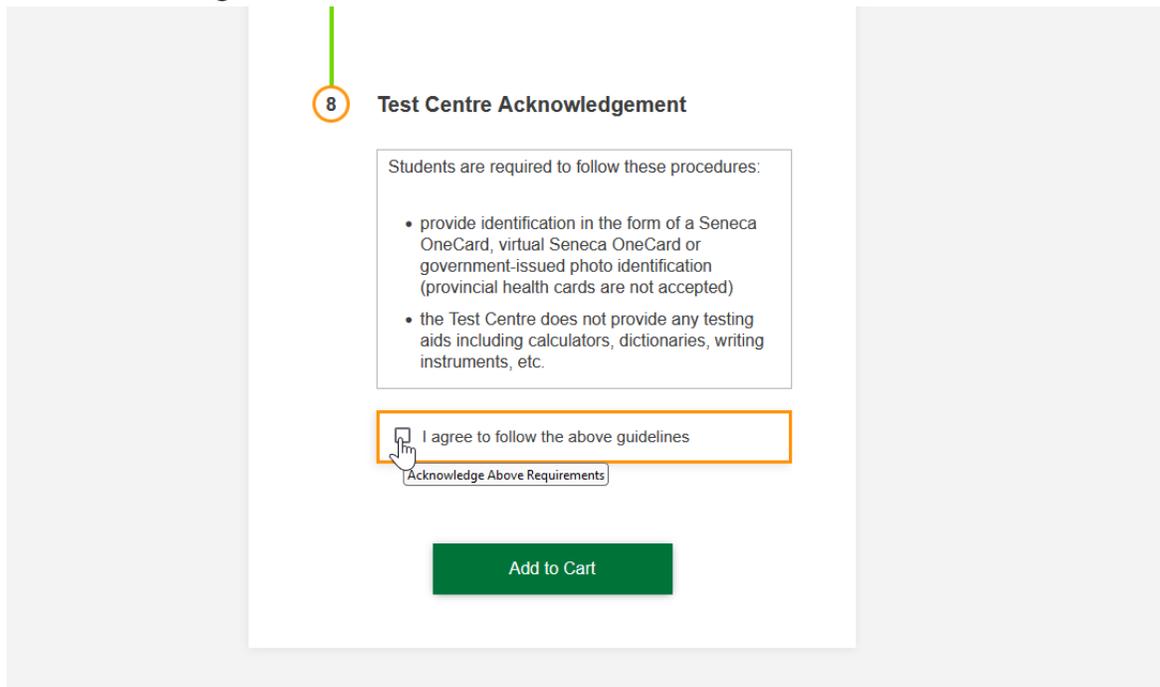
Last Name (required)

Email (required) @myseneca.ca

Student ID Number (required)

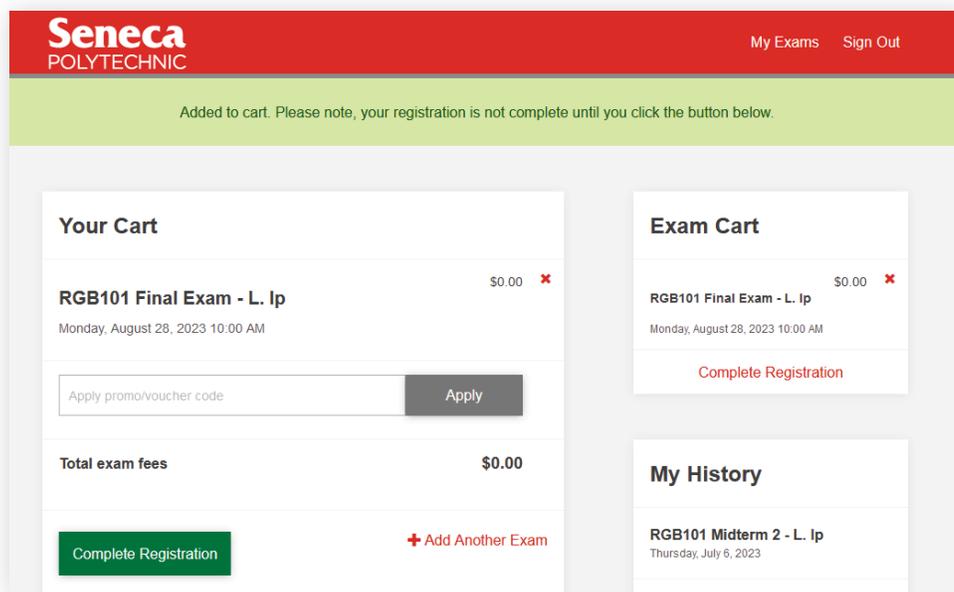
## 6. Read and agree to the Test Centre Guideline Acknowledgment

- a) Select the check box below the acknowledgment. Select the 'Add to cart' button to add the registration



## 7. Complete test registration

- a) If another test/exam registration is needed, select the 'Add another exam' option and repeat the previous process
- b) Select the 'Complete registration' button to complete your registration(s)



## 8. Registration confirmation

a) Once you have completed your registration, a confirmation message will appear on screen and a confirmation email will be sent to your Seneca email

The screenshot shows a web page with a red header containing the Seneca Polytechnic logo and navigation links for 'My History' and 'Sign In'. The main content area is divided into two columns. The left column features a confirmation message: '[Redacted], your registration is complete!' followed by the exam title 'RGB101 Final Exam - L. Ip' and the date 'Monday, August 28, 2023 10:00 AM'. Below this, a list of details is provided: Group (Seneca Course Test / Exam > RGB101 - RegisterBlast 101 > RGB101 Final Exam - L. Ip), Location (Markham Campus Test Centre, Room: M190), Exam Number (498408), Student ID Number (987654321), and a list of procedures for students. The right column contains a 'Success' message and a 'Return to Main Page' button.

**Seneca**  
POLYTECHNIC

My History Sign In

[Redacted], your registration is complete!

**RGB101 Final Exam - L. Ip**  
Monday, August 28, 2023 10:00 AM

- Group: Seneca Course Test / Exam > RGB101 - RegisterBlast 101 > RGB101 Final Exam - L. Ip
- Location: Markham Campus Test Centre, Room: M190
- Exam Number: 498408
- Student ID Number  
987654321
- Students are required to follow these procedures:
  - provide identification in the form of a Seneca OneCard, virtual Seneca OneCard or government-issued photo identification (provincial health cards are not accepted)
  - the Test Centre does not provide any testing aids including calculators, dictionaries, writing instruments, etc.
  - all electronics and valuables can remain with the student, but must be placed at their feet in an integrity bag, which will be provided
  - refrain from wearing wristwatches during the test
  - food is not permitted in the testing rooms; only water in clear containers is permitted
  - backpacks, briefcases or other bags are not permitted in the testing rooms
  - coats are not permitted in the testing rooms

**Success**

[Return to Main Page](#)