

How to Sign Up for HESI Distance Testing with Prometric

What you need to know about Distance Testing

- Distance testing has two options for testers to test: 1) in-person at a Prometric test center location or 2) online remotely with Prometric virtual testing proctors.

Important Information about Distance Testing

1. **Do Not** use the **School's Department ID** as your student ID when creating your student Evolve account.
2. Your Evolve account's first and last name **must be the same** as it appears on your **Government-issued Photo ID with Signature** (i.e., Driver's License or Passport). You will not be admitted into the testing lab if there is any discrepancy between what is listed on your Evolve student account and what is presented on your ID.
3. Your government-issued ID must include your signature and a photo that resembles your current appearance to gain admittance into the testing center (your middle name/initial is not required).
4. **Do Not** Register for **Multiple Schools** or **Multiple Exam Versions** (ex. A2 V1 & A2 V2). Register and complete testing on one version of an exam before registering for the subsequent version.
5. **You will receive an email Confirmation Notice** indicating that you may schedule your exam. Please carefully review the information contained in your Confirmation Notice. If the name is not correct or has been changed, please contact Elsevier HESI Assessment at exameligibility@elsevier.com. Failure to do so could result in forfeiture of your testing appointment and associated fees.

PLEASE NOTE: You will receive your Eligibility ID in an email (**this is your Evolve username**). Please add the following email address to your email's safe sender list to avoid delays: exameligibility@elsevier.com. If you do not see the notification, please check your spam/junk folder.

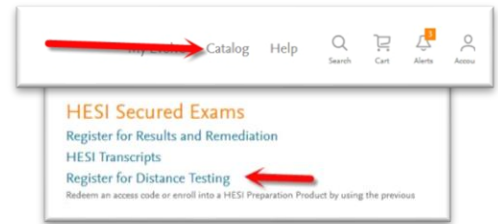
How to Apply for Testing Accommodations for a Distance Exam

1. Log into your Evolve account
2. Go to the tab that says "**Distance Testing**."
3. Then click on the link for "**Accommodations Request**" and follow the instructions
 - a. You will download the request form and upload the form and supporting documents to the Elsevier secure link from the request form.

Steps to signing up for Distance Testing

1. **You must have an Evolve student account with HESI Assessment.** You will need an Evolve student account to register for your HESI Distance Testing exam. If you do not have an account, you can create it at <https://evolve.elsevier.com/>. Follow the steps below:

- Go to <https://evolve.elsevier.com/cs/> and click “I’m a student”.
- **New Users:** In the **HESI Secured Exams** section, click the Register for Distance Testing link. Click **Register** to place this in your cart, and then **Redeem/Checkout** from the cart screen. Then, enter your name, email, desired password, and institution information (if applicable), and click Continue.
- **Returning Users:** enter your Evolve username and password and click “**Sign In.**”
- Check the Box: Yes, I accept the Registered User Agreement
- Select Submit

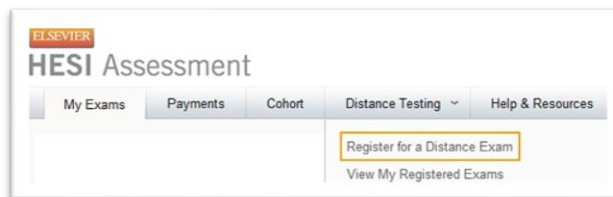


2. Register for the Distance Testing Exam

- Log into your Evolve account and click on:



- Agree to the terms and conditions, then click on the **Distance Testing Tab**, then **Register for a Distance Exam:**



- Complete the required information, check the box, and click the **Submit** button. PVAMU Department ID: ***198687***

Register For a Distance Testing Exam [X]

1 Please enter required information below. Review your Evolve profile and confirm that the information provided is the same as it appears on your government issued photo ID.

Please update your profile at <https://evolve.elsevier.com>

Dept. ID*	2 []	Evolve
Dept. Name	[]	
First Name	Student	Middle
Last Name	Testing	Email
Address Line 1	111	
Address Line 2	[]	
City	XXX	State
Zip	11111	Phone
Exam*	4 []	555-5555

1. Please confirm that your first and last name match your government-issued photo ID with signature. (Middle name is not required)

2. Click Tab on your keyboard to populate information.

3. Enter school's department ID.

4. Select the appropriate exam.

My Evolve profile is the same as it appears on my government issued photo ID.

- **Exam Name in Evolve**
 - **1st Time Testers choose A2 V-1 11/1/23 – 3/1/24**
 - **Retesters choose A2 V-2 11/1/23 – 3/1/24**
3. Once your request is submitted, Elsevier will approve valid candidate eligibility requests within 1-3 business days, and an automated email confirmation will be sent to you with your eligibility ID and directions for scheduling and paying for your exam with Prometric.
- Exam Name in Prometric
 - i. **1st Time Testers choose RN Admissions Assessment (A2) – 1st Time Tester**
 - ii. **Retesters choose RN Admission Assessment (A2) – 2nd Time Tester**

Additional Information about Prometric Distance Testing Options:

- *Testing at an in-person Prometric test site, go here:*
<https://www.prometric.com/test-takers/search/elseviertestcenter>
- *Testing with the remote virtual Prometric proctors, go here:*
<https://www.prometric.com/test-takers/search/elsevierremote>
 - i. For Remote Virtual testers, you will need a **Dry Erase Board 8.5x11** for testing.

Additional Test Taker Information

- Print the confirmation email and make a note of your Evolve username and password. This should be taken with you to the testing center on your exam day. Failure to have your login information may result in forfeiture of your testing time and associated fees. Elsevier/Evolve cannot provide your Eligibility ID/Username or password information over the phone.
- Please review your Evolve profile and confirm that the name provided is the same as it appears on your government-issued photo ID. You will not be admitted into the testing lab if there is any discrepancy between what is provided on your Evolve profile and what is presented on your photo ID. Please update your profile prior to scheduling your appointment.
- If you update your Evolve profile after receiving your email notification, you will also need to notify HESI Customer Support by emailing the changes to exameligibility@elsevier.com. **Failure to do so could result in forfeiture of your testing appointment and associated fees.**
- During the scheduling process, please review the Prometric **Information Review Page**. It contains important information regarding what you may bring to the site, when to arrive, the policies for rescheduling and cancellation, and the associated fees.
- Breaks – Your break time will be part of your seat time.
- Should you experience technical difficulties when testing, it is imperative that you collect a ticket from the testing proctor and contact

Elsevier at **+1 800 222 9570 (toll-free for US & and Canadian customers). Prompts to Push for Distance Testing: 2-2-2.**

- Candidates must call Prometric Tech Support if they have issues. For example:
 - Any reason they cannot get a proctor or log into the exam
 - They must receive a Tech support number on their testing day.
 - If the candidate does not contact Prometric on their day of testing for any technical issues, they may forfeit their scheduling fee.
- Results:
 - You will be able to see your grades at the testing site unless blocked by your institution.
 - Some testing sites may let you print the results.
 - You will have access to Admission Assessment results by clicking on the “**My Exams**” tab and online remediation within 72 hours of completing your exam by logging into your Evolve student account. All other exam types can take up to 21 business days.