What is the TEAS® Test?
The Test of Essential Academic Skills (TEAS®) from Assessment Technologies Institute, LLC (ATI) is an exam used by nursing programs across the U.S. as a predictor of student success in nursing. TEAS® scores are required for admission to Hawaii Community College’s nursing programs; both the A.S. in Nursing (R.N.) and the C.A. in Practical Nursing (L.P.N.). The exam is administered online, has a time limit of 209 minutes and includes 170 four-option multiple-choice questions. Calculators may be used for the ATI TEAS test. Test results are available upon completion.

Who should register for the TEAS® Test?
Students intending to apply to Hawaii Community College’s Nursing Program(s) for Fall 2021 will need to have TEAS® exam results available by the admissions application deadline of January 15, 2021. Students must earn an individual score at the Proficient or higher level in order to apply for admission. The exam may be taken no more than three (3) times per calendar year, but only the HIGHEST set of TEAS® test results will be considered for admission. Applicants will be required to wait a minimum of 30 days before retaking. Information about preparing for the ATI TEAS® can be accessed at www.atitesting.com.

Preparing for the TEAS:
Effective August 31, 2016, ATI replaced the “TEAS Version 5.0 Exam” with the “ATI TEAS Exam” whereupon the study guide titled “Study Manual for the Test of Essential Academic Skills (TEAS) Version V” (ISBN 1933107987) was also replaced by the “ATI TEAS Study Manual – Sixth Edition Revised” (ISBN: 9781565335752). The Nursing Department at Hawaii Community College will accept the exam results for the “ATI TEAS” exam for Fall 2021. Information about preparing for the TEAS can be accessed at www.atitesting.com.

To Register for Testing:
Register online with a credit card at www.atitesting.com

Cancellation:
All requests regarding rescheduling or cancellation should be directed to ATI Testing at 1-800-667-7531. If you are not able to make it to your scheduled exam date, exams may be rescheduled at no charge only in the case of a documented medical emergency. A doctor’s note must be provided to the online registration team at ATI Testing. In all other cases, the fees paid to ATI will be forfeit.

Questions?
• Questions about scheduling for an TEAS exam or the registration process may be directed to Ian Kaleo Pilago at the Hale Kea (808) 934-2540.
• Questions relating to Nursing Program requirements may be directed to the program office at (808) 934-2650.

Hawai‘i Community College is an equal opportunity/affirmative action institution and is committed to a policy of nondiscrimination on the basis of race, sex, age, religion, color, national origin, ancestry, disability, marital status, arrest and court record, sexual orientation, status as a covered veteran, national guard, victims of domestic or sexual violence, gender identity and expression, genetic information, citizenship, credit history, and income assignment. For inquiries regarding our nondiscrimination policies, please contact Dorinna Cortez, Vice Chancellor for Student Affairs, dorinna@hawaii.edu. For disability accommodations, please contact Hā‘awi Kōkua at 934-2725.
**Step-By-Step Registration Instructions:**

**Step 1:** Go to atitesting.com and click **Create an account** in the dark gray box on the right hand side of the page or enter your Username and Password if you have an existing ATI account.

- Complete account creation information. **Items in blue text are required.**
- When choosing your **Institution**, select **HI CC ADN** or **HI CC PN** depending on whether you’re applying for the Associate Degree in Nursing program or for the Practical Nursing program.
- Click the check box stating that you agree to ATI’s Terms and Conditions in the lower right area, then click **Register**.

**Step 2:** Click on the link that says **Register for TEAS** in the bottom right area of the home page (atitesting.com).

- If you’re not on the Home page and don’t see the **Register for TEAS** link on the right, click the atitesting.com link in the white bar at the very top of the screen to take you back.

**Step 3:** Choose your State as **Hawaii** from the drop down list. Choose your City as **Hilo**. Click **Next**.

**Step 4:** Choose the session you prefer. Click the **Register** button located in the box with the associated test date.

**Step 5:** Click **Yes** indicating that you understand testing held by Hawaii Community College is for students applying to Hawaii Community College programs.

**Step 6:** If that is all you will be purchasing from the ATI website at this time, click **Check Out**.

**Step 7:** Verify **Billing Address** information and complete fields as needed.

- Check box at the bottom of the info fields if your Shipping Address is the same as Billing Address. If it is not the same address, uncheck the box. If you uncheck the box, a separate set of fields will appear for you to complete.
- When finished, click **Proceed to Payment Details**.

**Step 8:** **IMPORTANT!** Contact the Hawai‘i Community College Business Office to pay the $50 proctoring fee at least one business day prior to your exam date. Payment may be made over the phone by calling 808-934-2740 with MasterCard or Visa. Business Office hours are Monday—Friday from 8:30 am - 4:00 pm.

**Transcripts:**

- Purchase of a transcript is necessary if you took the TEAS exam at a different institution than Hawaii CC.
- Transcripts may be purchased after completion of testing for $27 at www.atitesting.com
  - From the home page, click ATI Product Solutions -> Test of Essential Academic Skills (TEAS®) -> TEAS Transcript
  - Follow the steps to make payment for the transcript.
  - Choose Institution as **HI CC ADN** or **HI CC PN**.
- Results will automatically be sent to Hawaii Community College. You may call Hale Kea at (808) 934-2540 to verify receipt of results.
### Hilo Exam Location:
Hawaii Community College  
Hale Kea Advancement and Testing Center  
1175 Manono Street  
Hilo, HI 96720  
Bldg. 387, Rm. 101

**Note:** ATI TEAS testing will be administered at **10:00 am on Monday through Wednesdays** between July 1, 2020 and January 13, 2021. Seating will be limited to **10 examinees per session**. Please contact the Hale Kea Advancement and Testing Center at (808) 934-2540 or email halekea@hawaii.edu for assistance or inquiries.

*Indicates open days  
*Testing days and times are Monday, Tuesday and Wednesdays at 10:00am (on highlighted days only)