

Instructions for the UTK Online Placement Exam

2022-23

The Online Placement Exam is administered through the *MyMathTest*[™] website. With your registration you get 16 weeks (or until 03/01/2023) of access to various features:

- Placement Exam (limit of 3 attempts)
- Step-by-step help to successfully solve math problems.
- Personalized study plan and exercises
- Help when YOU need it. MyMathTest includes multimedia learning aids, like videos and animations.

Before You Begin: To register at MyMathTest.com you will need:

- A major credit card or a MyMathTest student access code (available at the UT Bookstore). The cost is \$20 (subject to change).
- Our school's zip code: 37996 and name: University of Tennessee
- A valid email address
- Your UTK email address (this will be your login name). It is your UTK netid plus @vols.utk.edu, e.g. jsmith23@vols.utk.edu
- Program ID: (if used, the **0** is a zero, **I** is a capital i)
 - For Students at Level 1 or 2 use: Level 3 Program ID: **XL44-0107-101Y-4EW2**
 - For Students at Level 3 use: Level 4 Program ID: **XL44-010B-101Y-8EW2**

Student Registration: Go to www.mymathtest.com. Click on Student, under Register now to begin the registration process.

Follow the directions given, using the data from above. There are two important points:

- On the Access Information Screen, you'll be asked whether you already have a Pearson Education Account. Click **NO** even if you already have an account.
- For your login name, use your complete UTK email address; if your netid is jsmith123, your email is jsmith123@vols.utk.edu. You **must** use your UTK email address as your login name as it is the only way we can link your placement results to your records at UTK. If it is not available, you can use your netid plus @tennessee.edu or @utk.edu.

Once your registration is complete, you will see a **Confirmation** screen (this information will also be emailed to you). Now that you have registered, click **Log In** button to continue to enroll in your instructor's MyMathTest gradebook.

Logging In:

Go to www.mymathtest.com, enter your login name and password, and click **Log In**.

- Click the **Enter MyMathTest** button.
- The first time you log in to MyMathTest, you will be asked to "enroll in a new placement program" – Carefully **enter the appropriate Program ID from above**.
- Confirm the course name and then click the **Enroll** button. You will now have access to your resources.
- Before you start, you should run the **Browser Check** and view the **How to Enter Answers** information. Both are available once you enter the program.

Deadlines: For placement for any upcoming semester, you must pass the test by Midnight (ET) on the Sunday before the first day of classes. Late results will still be entered, but may limit your opportunity to register for the right course.

Results:

After you complete and pass the test, you will receive an email confirming that you've moved to a new placement level. Your scores will be entered into the system, but it may take up to a week for them to be processed. You will not receive any notice that your scores have been entered, so you'll just need to keep checking to see if you can register or not. If you continue to get a message that you do not meet the pre- or co-requisite requirements after one week has passed, please email collins@utk.edu.

Honor Statement:

While taking the placement test you should not use any outside resources nor get any advice or help from another person. You may use a scientific (nonsymbolic) calculator. By signing up and taking the exam you are confirming that you agree to follow these rules.

Cheating on the placement exam is not only a violation of UTK's Honor Statement but may also put you in class that you are much less likely to be successful in completing or in getting a decent grade.

Need help?

Go to www.mymathtest.com and click the Support tab on the top navigation to access Customer Support via CHAT, email, or toll-free phone. If at any time you forget your login name or password, go to www.MyMathTest.com and click "Forgot login name/password" to have it emailed to you!

Remember that you only have 3 attempts at the placement exam, so make sure you have read everything on the web page and are familiar with the system before you start.