Make Sure Your Test Scores Get to Western!

- 1. Go to Washington Educator Skills Tests site to register for a test: https://www.west.nesinc.com/PageView.aspx?f=GEN_Tests.html
- 2. Scroll down the list to select the test you need. Click the link. If you are not sure which test to choose, contact the Woodring Certification Office (cert@wwu.edu. 360-650-3388).
- 3. At the bottom of the page click "Register Now"

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- 4. If you have an account, you will be prompted to sign in. If you are a new user, follow the prompts to set up a new account.
- 5. Once you have signed in or created a new account, you will be taken to the "Test Selection" screen. Find your test on the drop-down menu. (<u>NOTE</u>: After you select your test, you will need to click "Add" before clicking "Next." This is how the drop-down menus will work throughout the process.)

t a single test administration you may take one test or, for tests with s	ubtests, any allowable combin	ation of subtes
Test	ot	otions
WEST-E: Special Education (070)	✓ Ad	d

6. You will be taken through a series of questions. Answer them to the best of your ability.

Score Reporting Options

7. Select "Yes" to have your scores sent to you by email. (NOTE: A following question will ask what institutions you would like the scores sent to.)

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Do you wish to have your score report sent to your email address, as a PDF attachment?

Scores	via	Email	selectio	n
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Yes

O No

8. Choose the States and Institutions you want to receive your test results. The scores will automatically be sent to Washington State, so you don't need to select anything for "State to receive scores". Carefully select "Western Washington University (all locations)" under "Institution to receive scores". Click "Add".

States and Institutions to Receive Scores

Your test results will automatically be reported to the Office of Superintendent of Public Instruction, Office of Certification. You may also select up to three eligible states and/or institutions to receive your test results. To use your test results for educator certification/licensure purposes in states other than Washington, you must select the state(s) below.

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nstitution to receive scores		
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Thank you for making sure your scores get sent to Western!