The ATI Test of Essential Academic Skills (TEAS) is a multiple-choice assessment measuring basic academic preparedness in reading, math, science, English and language usage. The objectives assessed in the test are those that nursing and allied health educators deem most relevant for measuring entry level skills and abilities of program applicants. The test not only predicts the performance of incoming candidates, it also helps educators gain advance knowledge of the strengths and areas needing development of those that are accepted into the program. TEAS is required as part of the admission process for the UND on-campus Baccalaureate of Nursing program.

TEST INFORMATION

TEAS is a proctored computerized assessment administered at the Nursing Building (dates and times published on the CNPD website).

- Students must first set up a new account and create a user name and password, and then register for the test.
- The fee is $80 and must be paid at the time of registration.
- Seating for each session is limited.
- Only UND Pre-Nursing student applicants are eligible to take the TEAS exam at the UND Nursing Testing Center.
- Students must be admitted to UND in order to take the exam. Admission to UND will be verified prior to the date of the examination.

CREATING AN ACCOUNT

Before registering to take the test, students must set up an account through ATI, Inc. Please make note of your user name and password as you must bring it with you on the day of testing in order to be able to take the test. Students who do not know their user name and password on the day of testing, will not be able to test. Detailed instructions follow.

REGISTER FOR THE TEST

Students register online to take the TEAS test through ATI, Inc. The $80 fee must be paid at the time you register and is not refundable if you do not show up, have to reschedule or do not have the required photo ID and user name and password. Seats are limited and are on a first come, first register basis. Detailed instructions follow.

PREPARE FOR THE TEST

Visit ATI Testing at https://atitesting.com/ for more information about the ATI TEAS including an online practice assessment, preparation materials and a study manual.

TESTING DAY

- Please arrive 30 minutes early to the testing site. Those arriving late will not be allowed to test.
- Enter the Nursing building via the south entrance door (facing University Avenue) and proceed to the computer lab on the first floor (room 110).
- On arrival, individuals must present the proctor with a valid photo ID, ATI user name and password.
- Bring 2 or more #2 pencils.
- Schedule 4 hours to complete the test to include check in prior to testing. Students are allowed 3 hours and 29 minutes to complete the actual test.
- Scratch paper will be provided by the testing site.
- Do not bring calculators as they will be provided at the time of the testing.

PASSING THE TEAS

In addition to other requirements for admission, students must attain one of the following levels on the proctored TEAS exam to be considered for admission: Proficient, Advanced or Exemplary.

Students who reach the proctored assessment level of Basic or Developmental will not be eligible for consideration for admission to the UND nursing program.

TEST RESULTS

If you are taking the exam at the UND Nursing testing site, you will see the test results upon completion of the test. There will be a delay in receiving results if you are testing at another location.

MISSING OR RESCHEDULING

The registration fee is not refundable and you must register for the TEAS test on another time and date.

ALTERNATE TEST SITES

The TEAS exam is offered at alternate locations, such as PSI Testing Centers. A student can register to take the TEAS at one of these locations through the ATI Online store https://www.atitesting.com/ati_store/

TRANSFERRING TEAS SCORES

There is a $27 fee to transfer a transcript to the UND Department of Nursing. Instructions on how to purchase a TEAS transcript can be accessed at https://www.atitesting.com/ati_store/

RETAKING THE TEAS

Students will be allowed to re-take the TEAS exam one time (total of 2 attempts), based on space availability for the testing. The best score obtained on the test(s) will be used to consider the student for admission. The score is good for 2 years. Retake days will be scheduled as needed each semester and there is no restriction on how soon you can repeat the exam.

Questions?

Visit http://atitesting.com or call us at 701.777.4174
**HOW TO CREATE A NEW ACCOUNT**

If you are not a current user on [www.atitesting.com](http://www.atitesting.com), you must create a new account to access the student portal or to make a purchase from ATI's online store. Follow the steps below to create a new account.

1. **From the atitesting.com home page, click Create Account.**
   
   The Sign In Info page displays.

2. **On the Sign In Info page, enter the account information that you will use to sign in to your account or to recover your account.**
   
   You must enter valid information into all the fields on this screen before you can proceed.
   
   If your entry is not accepted, an error message similar to the one pictured below will display.

   ![Username required error message]

   Reenter your information. When your entry is accepted, the message will disappear.

3. **After you have entered all your account information, click Continue to go to the Security Questions page.**

4. **On the Security Questions page, select three different security questions, one from each list and enter your answer for each. Be sure to record your questions and answers for your future reference, in case you need to recover your account or you cannot remember your password.**

   Click Continue to enter your personal information.
How to Create a New Account

On the Personal Info page, enter your contact information. The following fields are required:
- First Name
- Last Name
- Address 1
- City
- ZIP/Postal Code
- Country
- State/Province

Click **Continue** to enter your Institution information.

On the Institution Info page, select **U of ND** from the list and if you are seeking a degree, enter a date in **Expected Graduation Date**. Otherwise, select “non-degree seeking”.

Click **Continue** to enter your Demographic Info.

**NOTE:** You will need to purchase an official TEAS transcript if testing at non PSI location.

On the Demographic Info page, enter your Gender, Birth Date, Race, and Primary Language information. Only Birth Date is required.

Click **Continue** to go to Subscription, Updates & Notes.
The Sign On window displays and your new Username is filled in for you. Enter your Password and click **GO** to launch the Student Home page.

On the Subscription, Updates & Notes page, read the Subscription, Updates & Notes information.

If you agree to allow ATI to share your information under the terms presented on this screen, select the **Yes, I consent** check box.

Click **Continue** to go to User Terms and Conditions.

On the User Terms and Conditions page, read the information under User Terms and Conditions.

Then select the **Yes, I agree** check box to acknowledge that you have read the ATI User Terms and Conditions and agree to be bound by them.

Click **Previous** if you want to change any of the information you have entered for your new account.

Click **Register** when you are finished creating your account.
HOW TO REGISTER FOR THE TEAS ASSESSMENT

You can now register for the TEAS Assessment through our Online Store. How you access the Online Store is dependent on having your ATI Student account set up. If you have an account associated with another institution, please reset your program of choice to U of ND.

➢ **STEP 1**: Log in to your existing account
➢ **STEP 2**: Register for a TEAS Session
➢ **STEP 3**: Checkout and Pay

**STEP 1: Sign on to your Account**

If you do not have an ATI Student account, follow the steps in *How to Create an Account*.

From the [atitesting.com](http://atitesting.com) home page enter your Username and Password and click **GO** to launch the Student Home page.

Then, from the Student Home page, click **Online Store** in the upper right corner. The ATI Store page displays.

In the *Register for* column, click **TEAS®**. The Registration page displays.

Go to **STEP 2: Register for a TEAS Session** to continue.
STEP 2: Register for a TEAS Session

Select a Program Type, based on your anticipated area of study:
- TEAS for Nursing Students

From the Country, State and City lists, select USA, North Dakota, Grand Forks and then click Next. The Browse Sessions page displays.

Do one of the following to register for a session:
- Click the Register button associated with the session for which you are registering.
- Click the Learn More button to open the Product Details window to view details about the session.

Note: All times and sessions for UND will be displayed in the browse sessions.

Do one of the following to register for a session:
- If you clicked Register, skip to the next window.
- If you clicked Learn More, you opened this Product Details window. Review the information and then click Register to add this session to your online shopping cart or click the back button to go back to your Browse Sessions list.

After you click Register, this window displays:

Click Yes to continue. Your Shopping Cart displays.
Review the information on the screen. At this point, you have the following options:

- If all the information is correct and you do not want to purchase additional items, click **Check Out**.
- If you want to make additional purchases, click **Continue Shopping** to return to the Online Store.

**Note:** Supporting TEAS items, such as study aids and extra transcripts, are available from the ATI Online Store. At the Online Store home page, enter TEAS in the **Search** field and then click Go to display all TEAS-related items.

- If you do not want to purchase the designated assessment, click **Remove this Item**. The session is removed from your Shopping Cart. Click **Continue Shopping** to return to the Online Store. Go back to choose a different TEAS Assessment session.

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**IMPORTANT:**

ATI does not offer refunds. Damaged or defective products will be replaced if sent back to ATI within 30 days of purchase. Please call Customer Service at 1.800.667.7531 for more details.

**STEP 3: Check Out and Pay**

Enter/confirm your mailing address and provide any additional information and then click **Proceed to Payment Details**. The Secure Checkout: Payment Details screen displays.

**Note:** If any required information has not been filled in, you will be prompted to provide the information before you are allowed to continue.
• In the Payment Information section, enter your credit card information.
• Check your address information and click Edit Address to change the billing information for your order.
• Read the information to the right of the check box. Then, select the check box to verify that your order is correct and that you have read and agree to the terms of your purchase.
• Click Submit Order.