MEMORANDUM

September 11, 2014

To: Chancellor Freitas

Via: Vice Chancellor Hokoana

From: Lokelani Kenolio, No`eau Center

Subject: Proposed Changes of the UHWO Testing Policies

The following proposal is a recommendation for changes to the current UHWO Testing policies:

- Implement a $25.00 fee for each COMPASS placement retest session. All students will be offered one initial Math and English placement test at no charge. Currently, UHWO offers two free placement test opportunities for both Math and English.

- Eliminate the wait period for students to retake COMPASS placement tests. Currently, students must wait 7 days to retake the placement tests.

- Implement a $25.00 per hour proctoring service fee for non-UH System exams. This fee would be applied to all proctoring requests, such as placement or course exams, for institutions outside of the UH system.

These proposed changes are in alignment with the current UHCC COMPASS Retesting Policy and proctoring fees. Attached are notes on the UH System policies.

The proposed effective date for these UHWO policies is October 1, 2014.

Fees collected for testing services can be used to fund No`eau Center services and tools such as ADA accommodation services, test preparation workshops, proctor services, COMPASS test units, and online test preparation applications.

Approved / Not Approved

Rockne Freitas, Chancellor

Date