

Guide to take the ALEKS Test

To take the ALEKS test you will need a UA Username, UA ID#, and UA Password.

If you do not have a UA Username and UA ID# already, you will need to:

- 1) apply for admission to UAA as a non-degree seeking student;
- 2) look up your UA Username and UA ID# through ELMO;
- 3) setup a UA password through ELMO, then;
- 4) take the ALEKS test at <https://www.alaska.edu/aleks/>

Students that have previously taken a course with the University of Alaska will have UA Usernames and UA Passwords already and can take the ALEKS test at <https://www.alaska.edu/aleks/>. If you need help with your username and password you can go to the Elmo: Easy Login Maintenance Option webpage at <https://elmo.alaska.edu/>

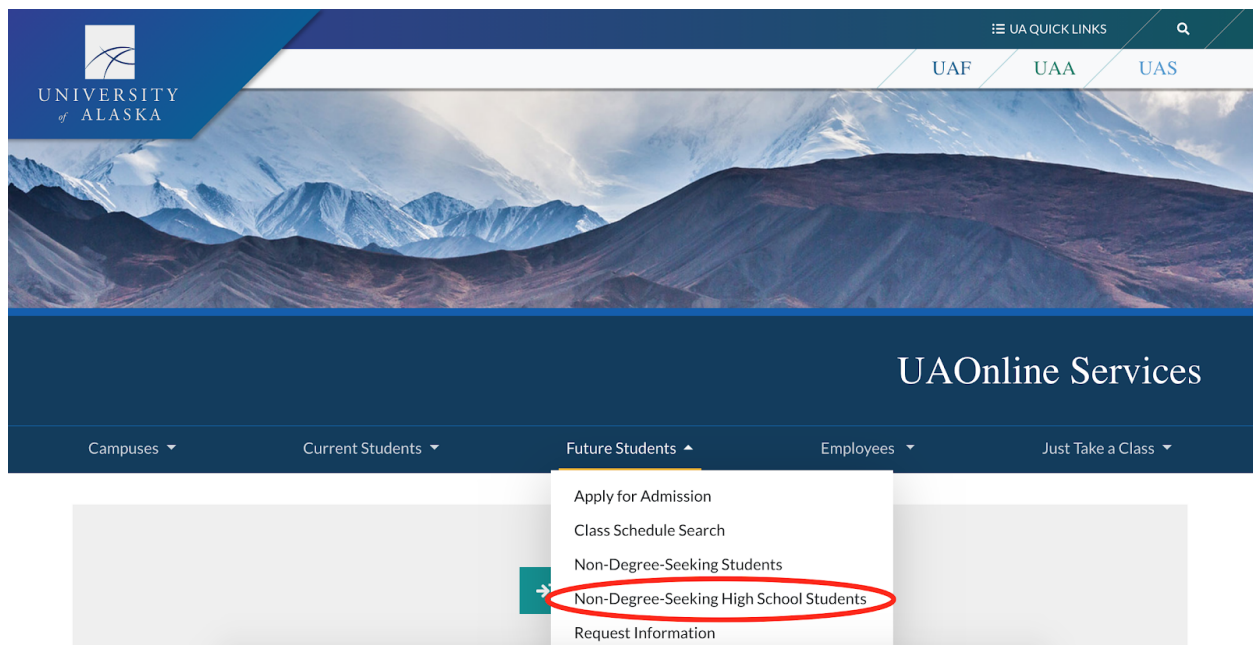
Apply for Admission as a non-degree seeking student

If you don't have a UA username and password, start at Step 1.

If you already have a UA username and password, skip to Step 18.

Step 1: Go to the UAOnline Service webpage at <https://www.alaska.edu/uaonline/>

Step 2: Under the "Future Students" tab, select "Enter as a Non-Degree-Seeking High School Students". This will take you to the *Take a Class* page.



Step 3: Under the UAA University of Alaska Anchorage button, select “Enter”. This will take you to the *Admissions Login* page.

UAOnline


[HELP](#)[LOG OUT to Help Protect Your Personal Information](#)

Take a Class

The University of Alaska welcomes anyone to take classes solely for purposes of personal interest, recreation, professional or workforce development.


Select the "Enter" link for the University you wish to attend and follow the instructions presented there to apply as a "Non Degree-Seeking" student. There is no application fee associated with submitting a 'Non-Degree' application. Individuals applying as 'Non-Degree' are not eligible for financial aid.

Once the application is processed you may proceed with registration.




University of Alaska
Anchorage

ENTER



University of Alaska
Fairbanks

ENTER



University of Alaska
Southeast

ENTER

RELEASE: 8.9.1

2

Guide to ALEKS Test, prepared by ANSEP

Revised December 2019

Step 4: Once at the *Admissions Login* page select “New Student” if you have not taken a course with the University of Alaska before and go to **Step 8**.

If you have previously taken a course with the University of Alaska, select “Current/Prior Student” and go to **Step 5**. *Note: this includes any course taken with the University of Alaska Anchorage, University of Alaska Fairbanks, and University of Alaska Southeast previously.*

Admissions Login

UAOOnline

[SITE MAP](#) | [HELP](#)

Admissions Login

Please select 1 of 3 admission pathways below:

- 1. You have attended a University of Alaska (UA) Campus.**
 - * Go to **Current/Prior Student** to apply for admission in the secured area.
 - + Enter your UA Username & UA Password, then click 'Login'
 - + Select 'Student Services'
 - + Click on 'Admissions'
 - + Follow directions and complete application**-OR-**
- 2. You are applying for the first time to a University of Alaska (UA) Campus.**
 - * Go to **New Student** to apply for admission.
 - + Create 'Login ID' & 'PIN', then click 'Login'
 - + Choose 'Campus' and 'Application Type'
 - + Select 'Continue' and complete application
- 3. You are a new student returning to complete an application or review your admission progress.**
 - * Enter your original 'Login ID' and 'PIN' below, then click 'Login'
 - + Select your 'Application in Progress' and finish application

[Click Here to watch a six minute guide to completing your online application](#)

Login ID:

PIN:

Login

[First time user account creation](#)

RELEASE: 8.7.2

Step 5: Selecting “Current/Prior Student” will take you to the UA Login page. Enter your UA Username and UA Password and press “LOGIN”.

Select “Help with UA Username or Password” if you do not know your username or password and to get help with these. Once you have your username and password, then login.

Step 6: Once you have logged in, select the “Student Services & Account Information” tab, click on the “Admission” link. It will take you to the UA Campus page where you select the “APPLY AS A SECONDARY STUDENT” underneath the UAA University of Alaska logo, and go to **Step 8**.

Where would you like to study? x +


https://uaonline.alaska.edu/banprod/owa/twbkwbis.P_GenMenu?name=bmenu.P_StuAdmissionsSplash

UOnline

Personal Information Student Services & Account Information Financial Aid Employee Finance

SITE MAP | HELP

Where would you like to study?




University of Alaska
Anchorage

APPLY AS DEGREE-SEEKING

APPLY AS NON-DEGREE-SEEKING

APPLY AS SECONDARY STUDENT




University of Alaska
Fairbanks

APPLY AS DEGREE-SEEKING

APPLY AS NON-DEGREE-SEEKING

APPLY AS SECONDARY STUDENT



University of Alaska
Southeast

APPLY AS DEGREE-SEEKING

APPLY AS NON-DEGREE-SEEKING

APPLY AS SECONDARY STUDENT

Step 7: Selecting “New Student” will take you to the *Admissions Temporary Login – New User* page. Create your own temporary login and PIN and enter them in the associated boxes for “Create a Login ID:”, “Create a PIN:”, and “Verify PIN:” then select the “Login” button. *Note: the Login ID is case sensitive, the PIN must be six alphanumeric characters, and be sure to make a note of your Login ID and PIN for future reference.*

Admissions Temporary Login - N x +

https://uaonline.alaska.edu/banprod/owa/bwskallog.p_disloginnew?in_id=&cpbl=&newid=

UOnline

HELP

Admissions Temporary Login - New User

Please create a temporary Login ID and PIN. You will use this to access your admission application until you are issued a student ID.

Login ID is case sensitive. Do not use your Social Security Number.

Your PIN must be six alphanumeric characters.

Make note of your Login ID and PIN for future reference.

Create a Login ID:

Create a PIN:

Verify PIN:

Login

Step 8: Once you have logged in, from the *Select an Application Type* page select “University of Alaska Anchorage” under the Campus box, then select “2. Secondary School” under the Application Type box, then click the “Continue” box.

Select an Application Type

https://uaonline.alaska.edu/banprod/owa/bwskalog.P_DisChoices

UOnline

HELP

Select an Application Type

Welcome and thank you for your interest in the University of Alaska.

To Apply for Admission:

1. Choose a campus
2. Then click on the application type
3. Then click **Continue** in the lower right corner

Campus:

- University of Alaska Anchorage
- University of Alaska Fairbanks
- University of Alaska Southeast
- Kenai Peninsula College
- Kodiak College
- Mat-Su College
- Prince William Sound College

Application Type:

- 1. Non-Degree - US Citizen
- 2. Secondary School
- 3. Non-Degree - Non-US Citizen

Details:

Students in the 9th, 10th, 11th or 12th grade and have not already earned their high school diploma or GED.

Continue

Step 9: Select the appropriate Admission Term (should be the closest term that you will be attending ANSEP, i.e. Fall 2019), enter your first and last names next to the appropriate boxes, then select the “Fill Out Application” box from the *Apply for Admissions* page.

Note: The website mentions payment. Please disregard that statement, as Secondary Student applications are free of charge.

Apply for Admissions

HELP

Apply for Admissions

Select the term you want to apply for and then enter your full legal name. When you're finished, click **Fill Out Application** to continue.

Please use a credit card (**not debit**) for application payment when required.

* - indicates a required field.

Application Type: 2. Secondary School

Admission Term:*

First Name:*

Middle Name:

Last Name:*

Step 10: Complete the application checklist by clicking each link next to each “i” (Name, Current Mailing Address/Phone, Personal Information, High School Information, Emergency Contact Information, and Agreement) and completing with your information until all have checkmarks.

Application Checklist

HELP

Application Checklist

This is a checklist of your application sections. When you have completed each section, a checkmark will appear by that section. When you have completed all the sections, If you are not able to complete your application at this time, you may select **Finish Later** and return to your application at another time. Incomplete applications will be ren

<input checked="" type="checkbox"/> Name	<input type="checkbox"/> High School Information
<input checked="" type="checkbox"/> Current Mailing Address/Phone	<input type="checkbox"/> Emergency Contact Information
<input type="checkbox"/> Personal Information	<input type="checkbox"/> Agreement

[If you have questions, click here](#)

Step 11: Once application checklist is complete, select “Application is Complete” to submit your application to UAA’s Admission Office.

Note: Wait approximately 24-hours for your application to process and be approved before proceeding to Step 12.

Elmo: Easy Login Maintenance Option (UA Username and Password help)

Step 12: Go to the Elmo: Easy Login Maintenance Option webpage at <https://elmo.alaska.edu/> to find your UA Username and ID#.

Step 13: Select the box labeled “OPTION 3: Search for my Account”, enter the requested information (your birthdate, last name, last four digits of SSN), then click “GO ELMO!”

UA ELMO

https://elmo.alaska.edu

UNIVERSITY of ALASKA

ELMO: EASY LOGIN MAINTENANCE OPTION

ELMO provides an easy way to manage your identity, activate your account, and reset your password.

Welcome to ELMO!

OPTION 1:
Login with my UA Username & Password

OPTION 2:
Reset my password for my UA Username/UA ID#

OPTION 3:
Search for my Account

Your birth date:
JAN 1 1998

Your last name:
Last Name

Last four digits of your SSN:
####

Don't have a Social Security Number?

GO ELMO! CANCEL

Step 14: Enter at least 5 pieces of information and click “Confirm”.

Note: If you are unable to retrieve your UA Username and/or UA ID#, please contact the OIT Service Desk at 1-800-478-8226 and inform them that you are calling to retrieve your Username and UA ID#. The student must be prepared to verify their identity (i.e., Social Security Number)

Step 15: Once you have retrieved your Username and UA ID#, make note of them to be used for future reference.

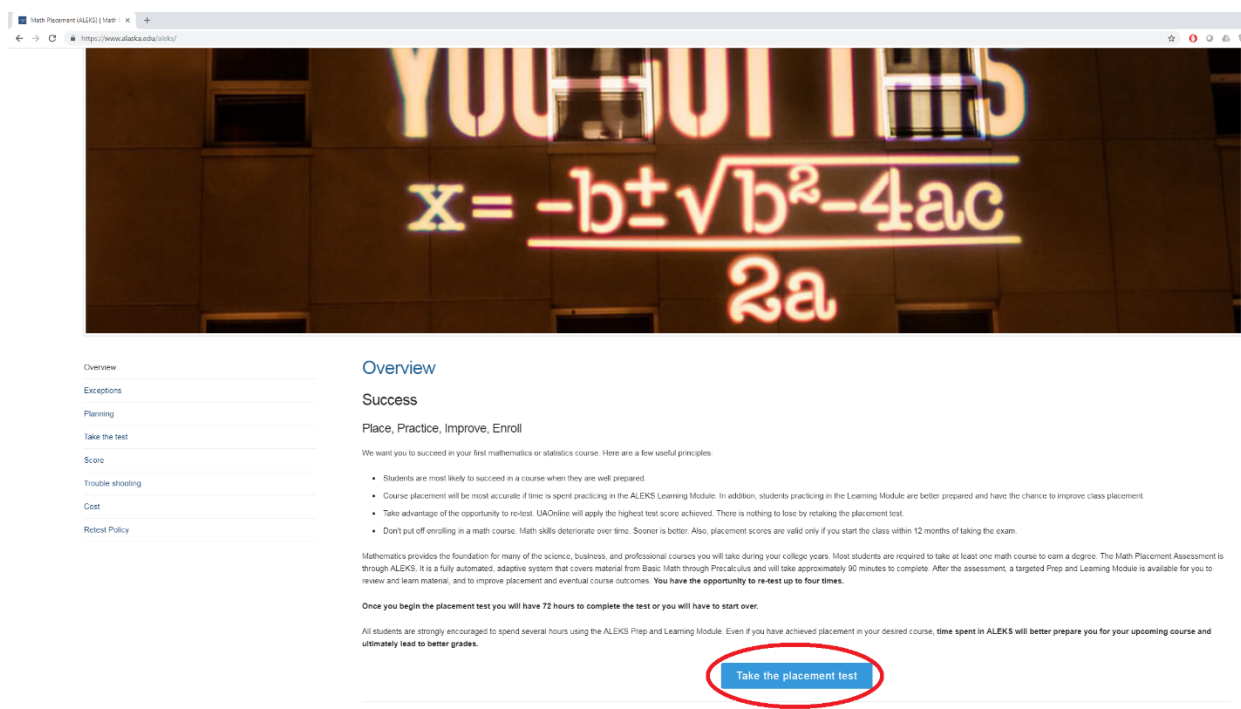
Step 16: Click “Username” and create your new password. Be sure to make note of password to be used for future reference.

Step 17: Sign out of Elmo.

Take the ALEKS Test

Step 18: To access the ALEKS test go to the ALEKS website at <https://www.alaska.edu/aleks/> and select the “Take the placement test” button.

Note: The ALEKS test is free of charge. It is highly recommended students complete the ALEKS Prep and Learning Module. Students have up to 72 hours to finish a test and 4 times to retake the test to improve their placement.




Step 19: Check the box next to “Agree” indicating you have read the Vow of Academic Integrity and the Student Code of Conduct, then click the “Next” button.

Step 20: Select “Sign-in” button under the University of Alaska Anchorage, then Login to ALEKS by entering your UA Username and Password (from Steps 15 & 16), then select the red “Login” button.

Step 21: Review and accept the Terms of Use then select continue.

Step 22: Complete the exam by clicking on the placement exam from the list of classes and following the prompts. Answer each question to the best of your ability. You can use a pencil and paper to help solve problems. You cannot use outside help.

Step 23: When finished with test, print out score summary by pressing the  button on the lower right hand of the screen, then logout. *Note: If you would like to improve your score, it is recommended to take the Prep and Learning Module then retake the exam. You can retake the exam up to 4 times.*

ALEKS Score	Math Placement	
0 – 16	MATH A054 PreAlgebra	Ineligible
17 – 29	MATH A055 Elementary Algebra	Ineligible
30 – 54	MATH A105 Intermediate Algebra	Minimum Placement
55 – 77	MATH A151 College Algebra for Calculus	Preferred
65 – 78	MATH A152 Trigonometry	Preferred
78 – 100	MATH A251 Calculus I	Preferred

If you have any questions, please contact ANSEP. Contact information can be found on our website at <http://www.ansep.net/high-school/high-school>