# 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/*

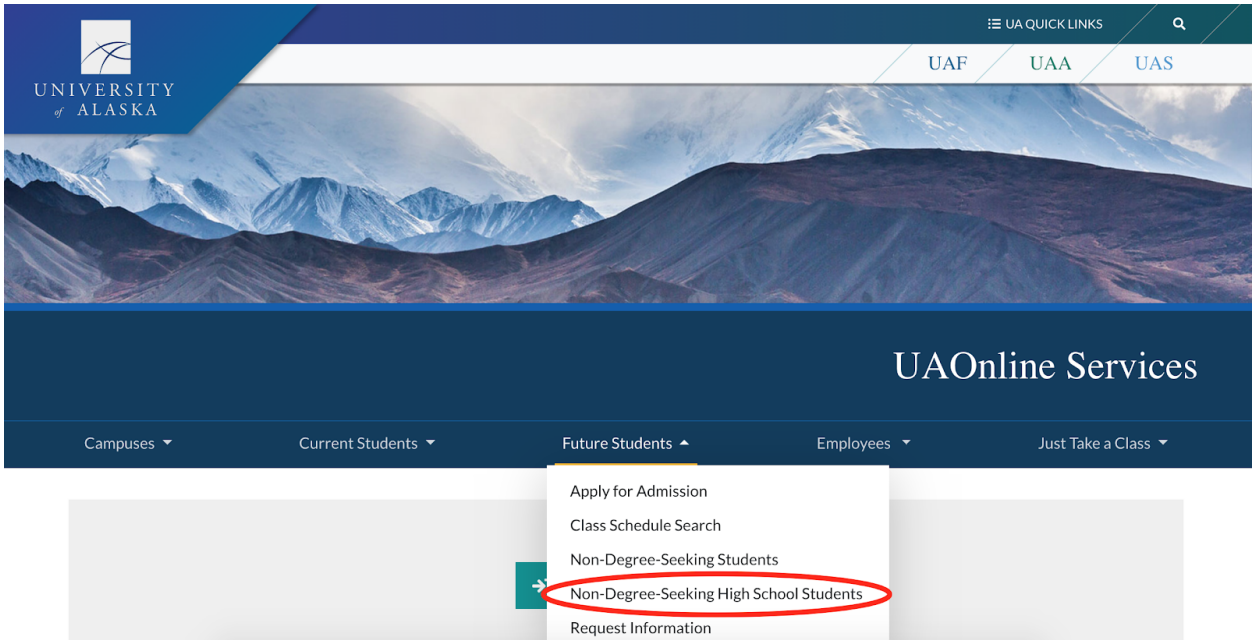
## Apply for Admission as a non-degree seeking student

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

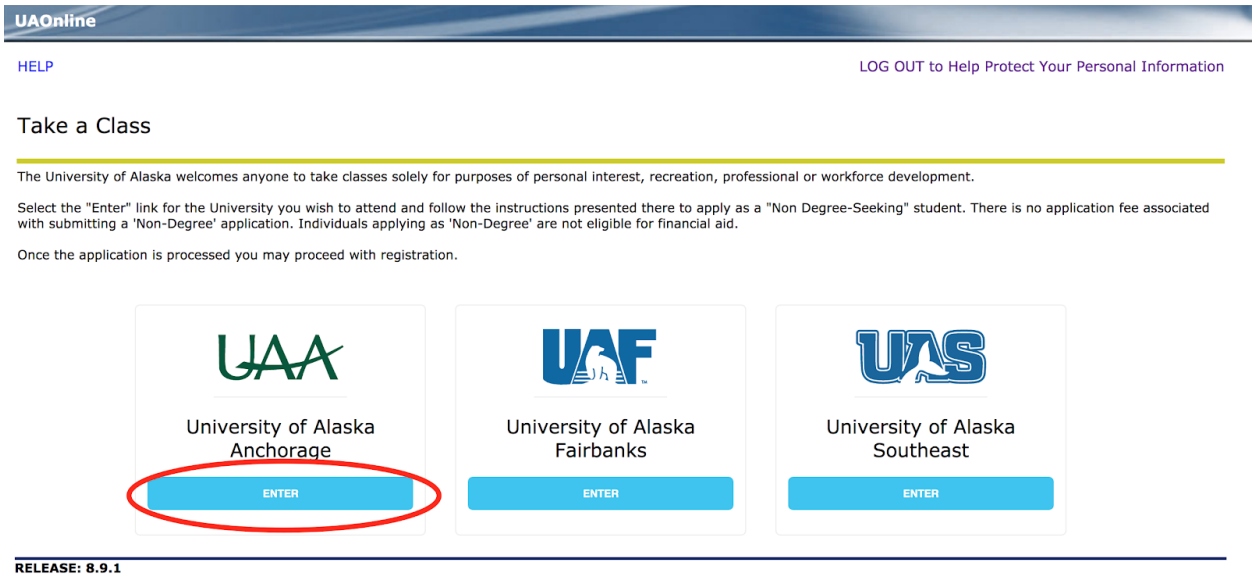
**If you already have a UA username and password, skip to Step 18.**

**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.

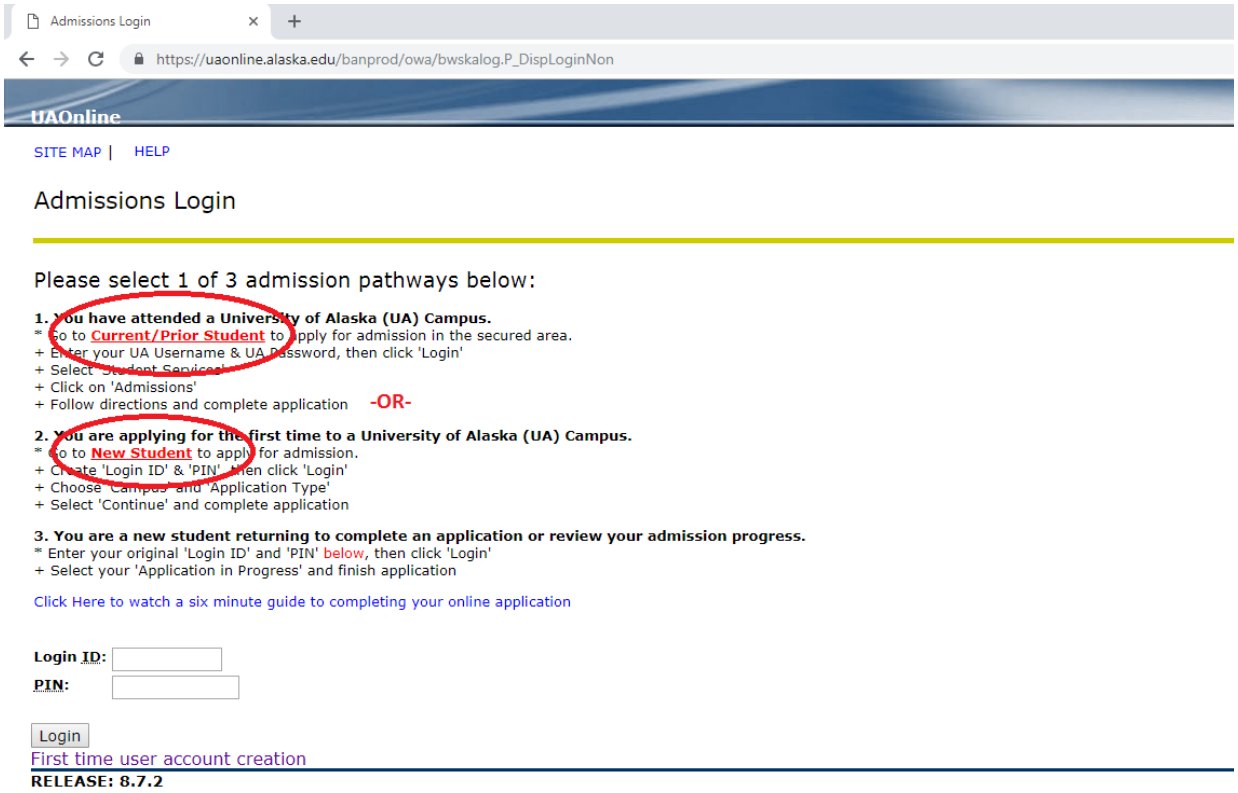


**Step 3:** Under the UAA University of Alaska Anchorage button, select “Enter”. This will take you to the *Admissions Login* page.



**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**.

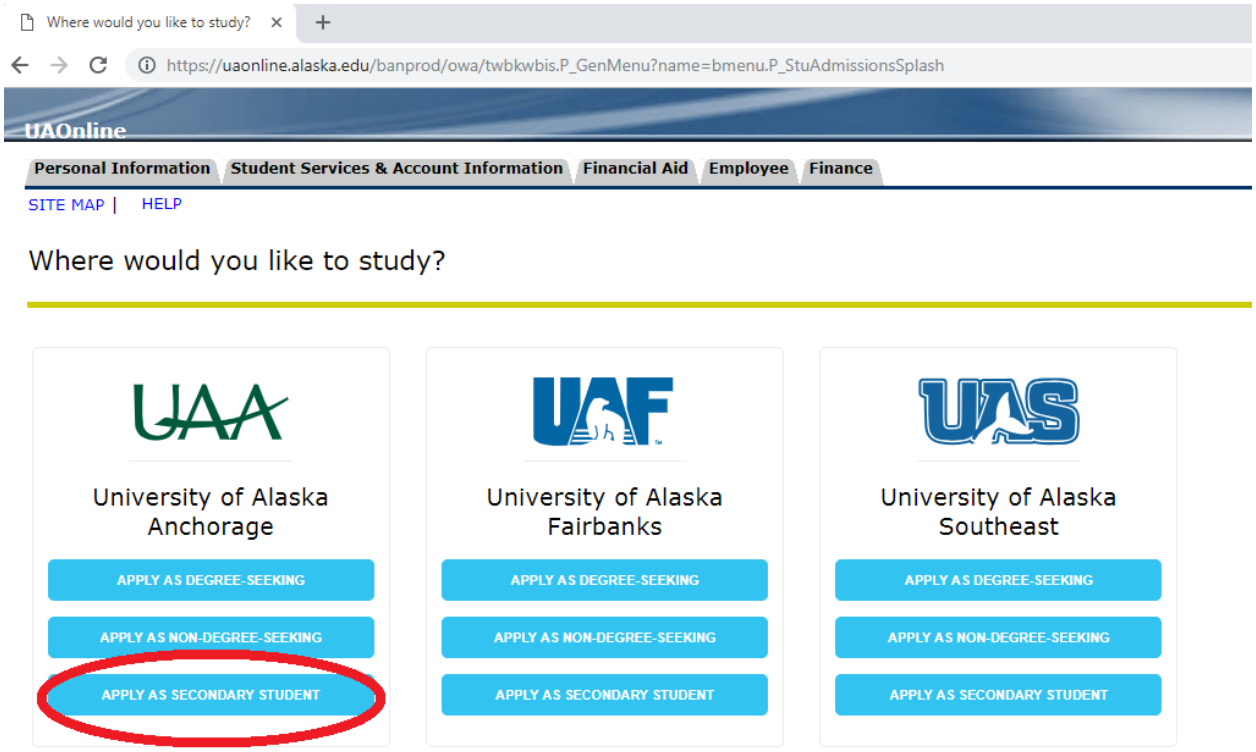
If you have previously taken a course with the University of Alaska, select "Current/Prior Student" and go to **Step 5**. *Note: this includes any course taken with the University of Alaska Anchorage, University of Alaska Fairbanks, and University of Alaska Southeast previously.*



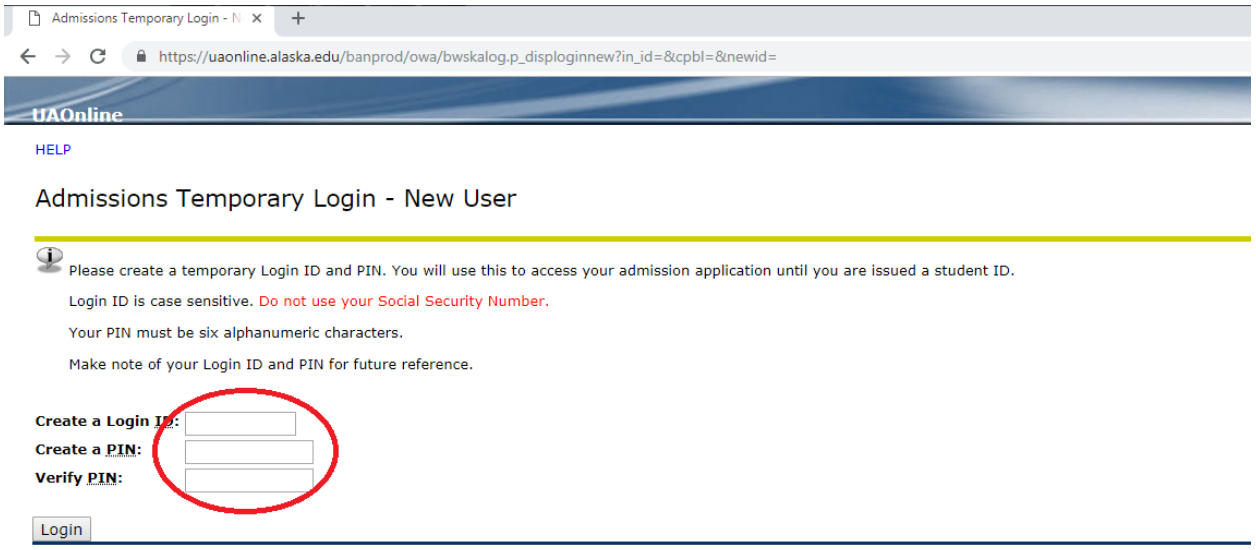

**Step 5:** Selecting "Current/Prior Student" will take you to the UA Login page. Enter your UA Username and UA Password and press "LOGIN".

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.

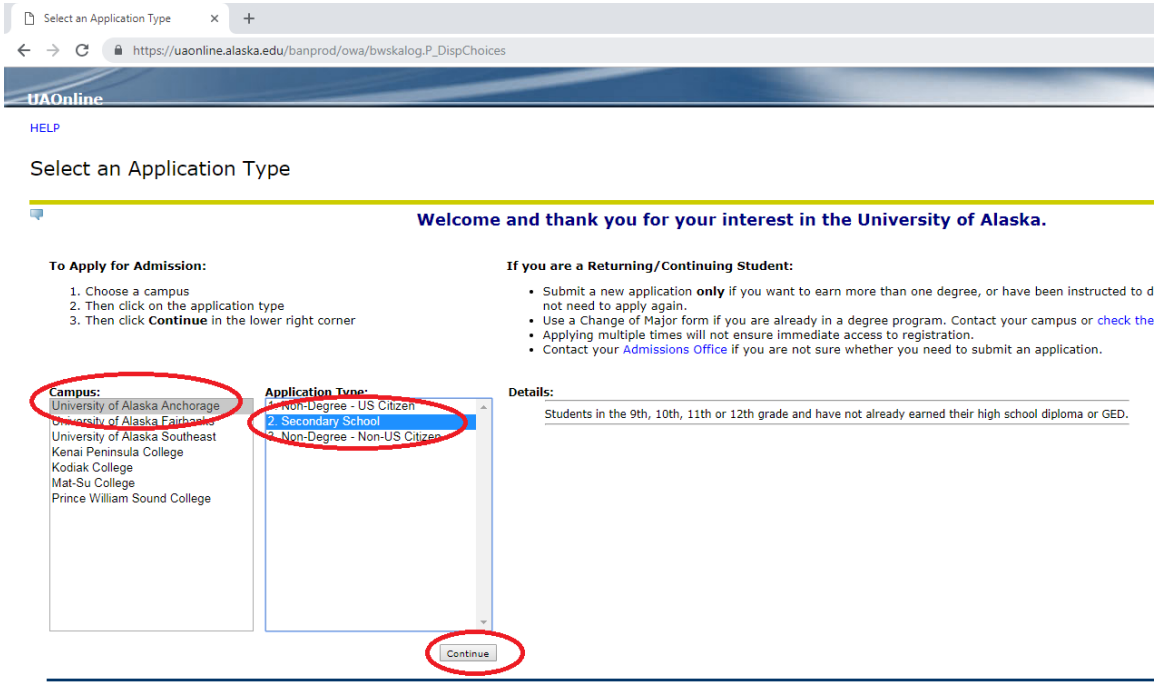
**Step 6:** Once you have logged in, select the "Student Services & Account Information" tab, click on the "Admission" link. It will take you to the UA Campus page where you select the "APPLY AS A SECONDARY STUDENT" underneath the UAA University of Alaska logo, and go to **Step 8.**




**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.*

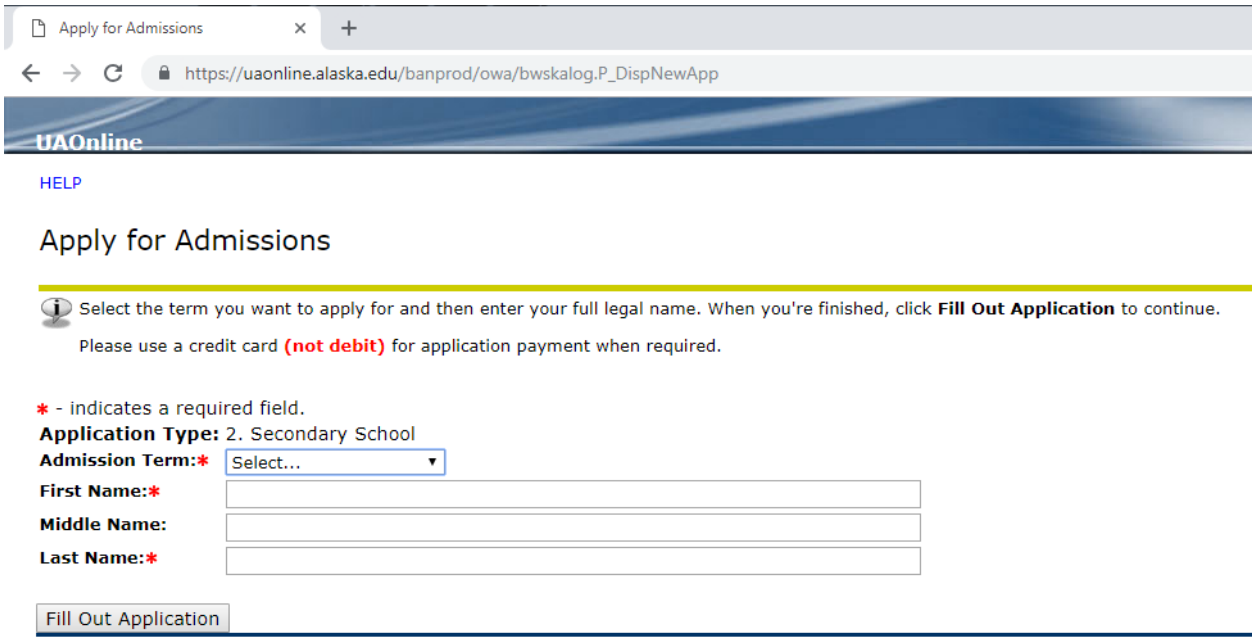


**Step 8:** Once you have logged in, from the *Select an Application Type* page select “University of Alaska Anchorage” under the Campus box, then select “2. Secondary School” under the Application Type box, then click the “Continue” box.

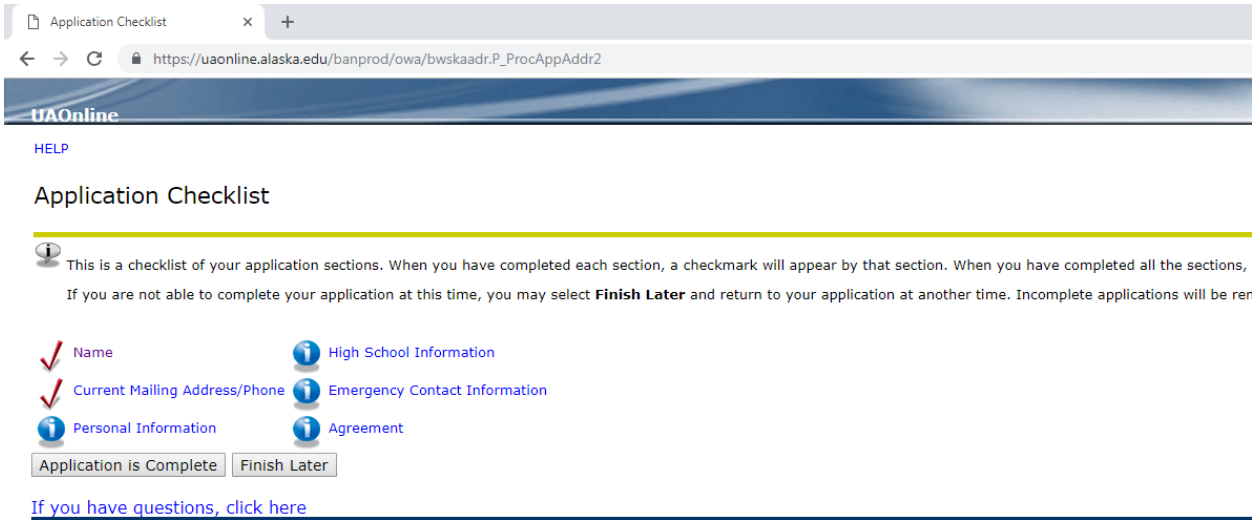



**Step 9:** Select the appropriate Admission Term (should be the closest term that you will be attending ANSEP, i.e. Fall 2019), enter your first and last names next to the appropriate boxes, then select the “Fill Out Application” box from the *Apply for Admissions* page.

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




**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.



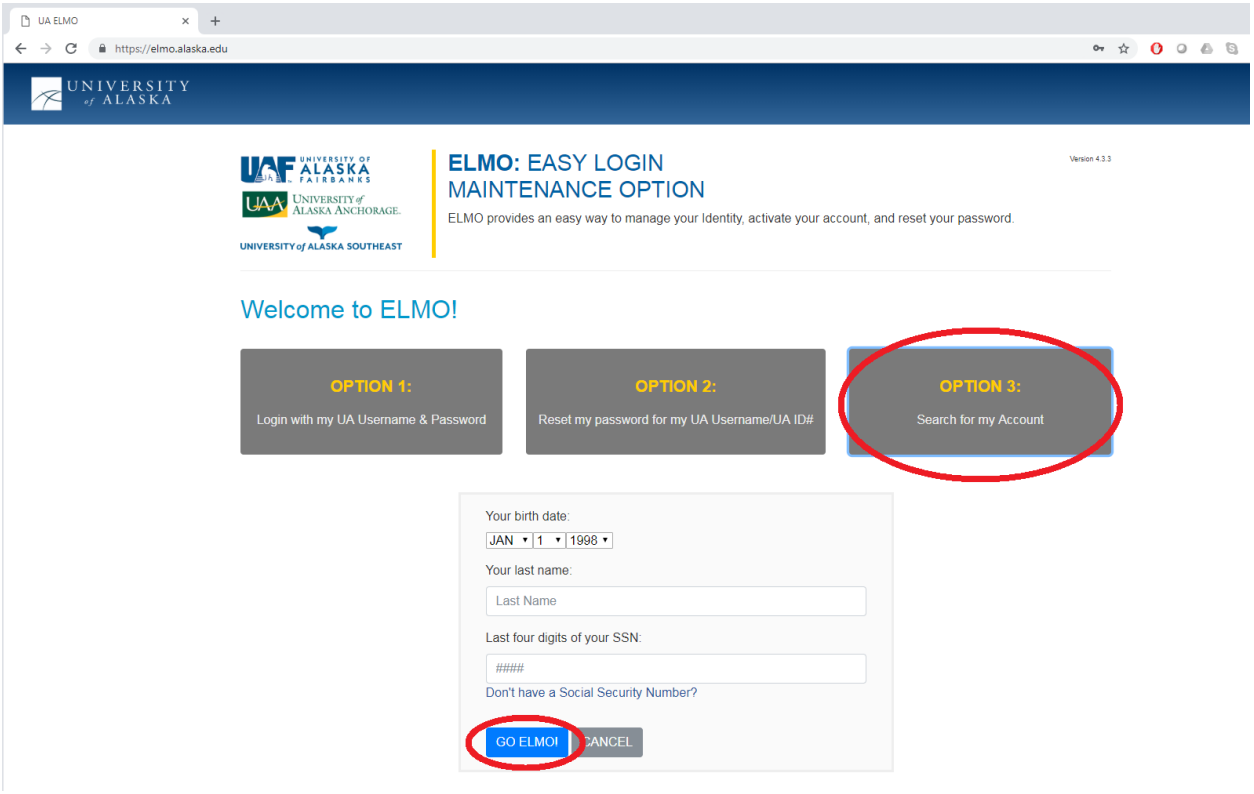

**Step 11:** Once application checklist is complete, select "Application is Complete" to submit your application to UAA's Admission Office.

***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!"




**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.

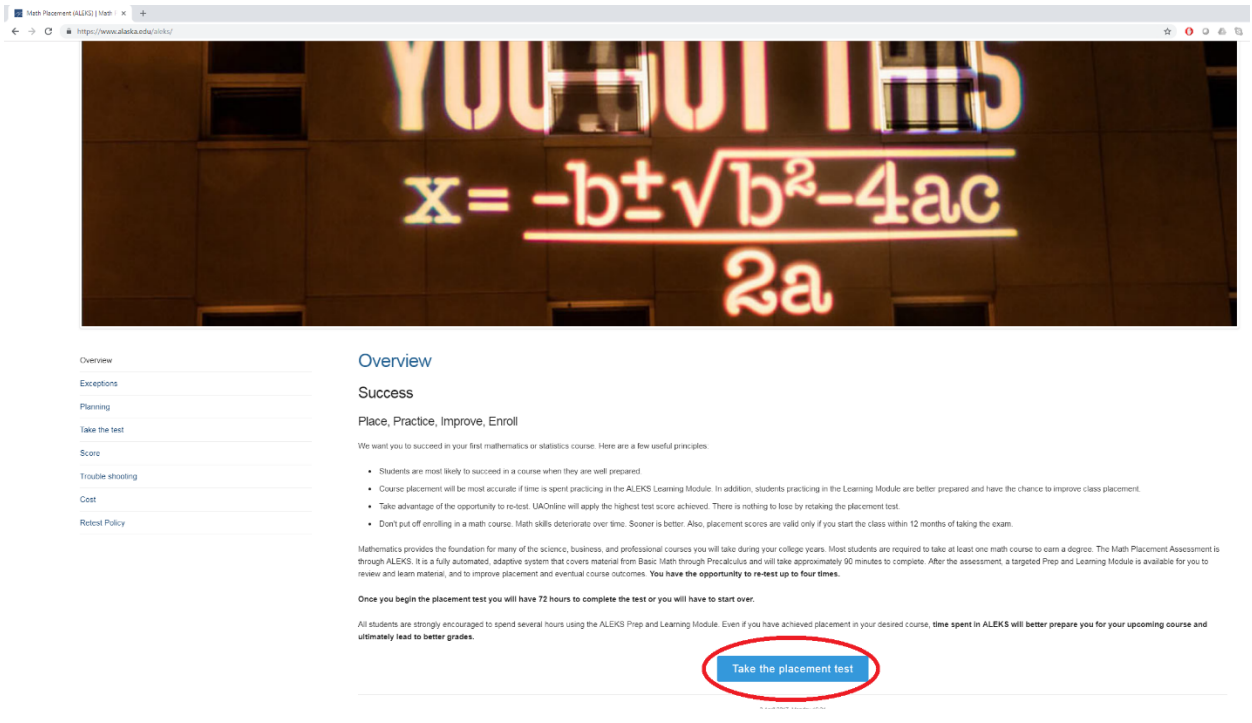
**Step 16:** Click "Username" and create your new password. Be sure to make note of password to be used for future reference.

**Step 17:** Sign out of Elmo.

## Take the ALEKS Test

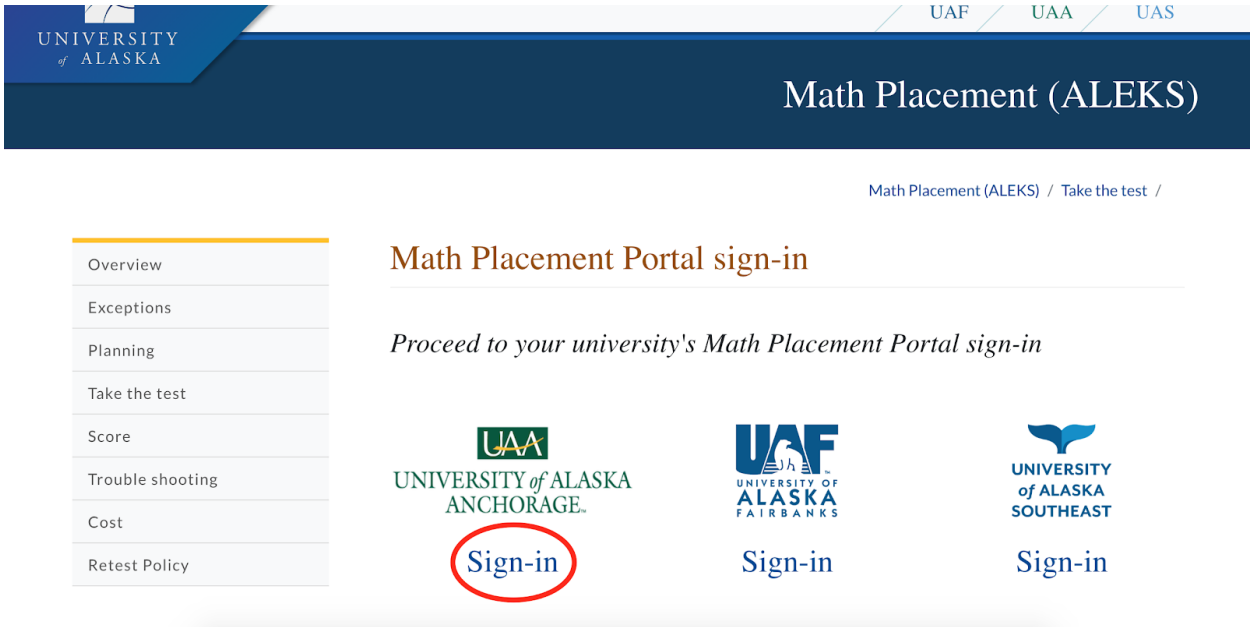
**Step 18:** To access the ALEKS test go to the ALEKS website at https://www.alaska.edu/aleks/ and select the "Take the placement test" button.

*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