

WHAT TO EXPECT ON TEST DAY



California High School Proficiency Exam (CHSPE) Test Day Information

Checking In

- Report to your assigned test site **before** the test start time.
 - **If you arrive after the examiner begins reading instructions, you will not be permitted to enter the testing room.** You will be counted as an absentee, and you will not receive a refund or credit of any kind. There are no exceptions to this policy.
 - If you are absent for any reason from the CHSPE administration and you did not submit a Withdrawal Form by the regular registration deadline, or submit a change of test date form by noon on the test date, you will not receive a refund or credit of any kind. You will be required to complete a new registration form and pay the test fee if you choose to take the CHSPE in the future.
- **Bring the following documents** with you on the day of testing:
 - Identification—You will need identification that shows both the name in which you registered and a clear, recognizable photograph of yourself. You will not be admitted to the test without proper identification.
 - Copy of Admission Ticket—Your admission ticket shows you are registered to take the test on the date and location specified.
- **Visitors are not permitted** in the testing area. If at any time during the exam you have contact with anyone other than testing site staff without permission, you will be dismissed, and your results will be invalidated.

During the Exam

- Follow all instructions provided on this website and provided to you either verbally or in writing by test site personnel. Any misbehavior or failure to follow instructions may result in your dismissal and the invalidation of your scores.
- Do not communicate in any way with other examinees or anyone else other than the testing staff during the test administration (including restroom breaks). Violation of any of the rules is cause for dismissal and your test results will be voided.

Completing the Exam

- Reentering the test site once you have been dismissed is not allowed. A proctor will provide instructions on what to do when the test session ends.
- You may email or send a detailed letter to the CHSPE Office immediately following the examination if you have any comments about the test site or the administration of the test.

Resource Links

- Acceptable forms of photo identification on the CHSPE Eligibility web page at <https://www.chspe.org/eligibility>.
- CHSPE Calculator Guidelines on the CHSPE Resources web page at <https://www.chspe.org/resources>.

