

# How to Complete the DSST Registration/Admission Form

**Registration dates and deadlines are set by the individual test centers.**  
As you complete the form, pay special attention to the following items.

## Social Security No.

Providing your social security number is optional. It will appear on your score report only if you have entered it on the appropriate screen on the day of the exam. If provided, it will be used for identification purposes only.

## Test Dates

Test dates for BSC are located on the DSST Fact Sheet. You must enter your first and second test date choice (month, day, and year.) A second date is needed in case there are any scheduling problems.

To take tests in different months, separate Registration/ Admission Forms and separate fee payments must be submitted to the test center.

## Military Personnel

Check this box if you are eligible for Military-Funded DSST Exams.

## Students with Disabilities

Check this box if you require testing accommodations. Be sure to contact your test center before the test date to make the necessary arrangements.

**Arrangements must be made prior to the day of the exam.**

## Repeating Examinations

Examinations may be repeated six months or more after you last took it. Scores on tests repeated earlier than six months will be canceled and test fees forfeited.

## Examinations

Check the box next to the appropriate title for the examination you wish to take. The student is responsible for registering for the correct exam. Some schools may require you to take an essay. If so, check the box and enter the title of the exam for which you will also take the essay section.

BSC allows only one examination per day.

## Test Fees

Please note that there is an additional \$80.00 fee when a multiple-choice test and the related essay test are taken on different test dates.

**Important:** Test fees must be paid by **credit card ONLY**.

In addition, BSC requires a \$15.00 nonrefundable service fee. **A separate check or money order** for the fee should be made out to BSC and attached to the Registration-Admission form.

## Score Recipient

If you want your scores reported to a college, **you must select a score recipient prior to starting the exam.** If you do not select a score recipient at that time, you will have to pay a \$20.00 transcript fee for this service at a later date. A code list is available at: <http://getcollegecredit.com/search.html>

Bismarck State College's School code is 9200.

If you wish to be the only recipient of your test scores, or if you have not decided to which college you want them sent, leave this item blank.

## Admission Ticket

Print your name and the address to which you want your Admission Ticket mailed back confirming your test date. The Admission Ticket admits you to the test center. It may be used **only** by you and **only** at the test center where you are registered to take the examination. **You must also present a photo I.D.**

*Mail your Registration/Admission Form directly to:*  
**BSC, Attn Testing Services, PO Box 5587, Bismarck ND 58506**

<b>BSC DSST</b> REGISTRATION- ADMISSION FORM	Last Name (please print)		First Name	M.I.			
	Signature		E-Mail Address				
Social Security No.		Birth Date		Sex <input type="checkbox"/> Male <input type="checkbox"/> Female			
Street Address			City, State, Zip				
Daytime Telephone		First Choice Test Date (month, day, year)		Second Choice Test Date (month, day, year)			
Military Personnel please check here. <input type="checkbox"/>		Students with documented disabilities please check here if you need testing accommodations. Be sure to contact your test center to make the necessary arrangements before the test date. <input type="checkbox"/>					
Examinations for which you are registering:							
<table style="width:100%; border: none;"> <tr> <td style="vertical-align: top; width: 33%;"> <b>MATH:</b>  <input type="checkbox"/> Fundamentals of College Algebra  <input type="checkbox"/> Principles of Statistics  <b>SOCIAL SCIENCES:</b>  <input type="checkbox"/> Substance Abuse  <input type="checkbox"/> Criminal Justice  <input type="checkbox"/> Art of the Western World  <input type="checkbox"/> Western Europe Since 1945  <input type="checkbox"/> Introduction to the Modern Middle East  <input type="checkbox"/> Human/Cultural Geography  <input type="checkbox"/> Rise and Fall of the Soviet Union  <input type="checkbox"/> A History of the Vietnam War  <input type="checkbox"/> Civil War and Reconstruction  <input type="checkbox"/> Foundations of Education  <input type="checkbox"/> Life-Span Developmental Psychology </td> <td style="vertical-align: top; width: 33%;"> <b>SOCIAL SCIENCES (cont.)</b>  <input type="checkbox"/> General Anthropology  <input type="checkbox"/> Intro. to Law Enforcement  <input type="checkbox"/> Fundamentals of Counseling  <b>HUMANITIES:</b>  <input type="checkbox"/> Ethics in America  <input type="checkbox"/> Intro. to World Religions  <input type="checkbox"/> Principles of Public Speaking  <b>BUSINESS:</b>  <input type="checkbox"/> Intro. to Computing  <input type="checkbox"/> Personal Finance  <input type="checkbox"/> Management of Information Systems  <input type="checkbox"/> Principles of Finance  <input type="checkbox"/> Principles of Financial Accounting  <input type="checkbox"/> Human Resource Management </td> <td style="vertical-align: top; width: 33%;"> <b>BUSINESS (cont.)</b>  <input type="checkbox"/> Organizational Behavior  <input type="checkbox"/> Principles of Supervision  <input type="checkbox"/> Business Law II  <input type="checkbox"/> Introduction to Business  <input type="checkbox"/> Money and Banking  <input type="checkbox"/> Business Mathematics  <b>PHYSICAL SCIENCE:</b>  <input type="checkbox"/> Here's to Your Health  <input type="checkbox"/> Astronomy  <input type="checkbox"/> Environmental and Humanity  <input type="checkbox"/> Principles of Physical Science I  <input type="checkbox"/> Physical Geology  <b>TECHNOLOGY:</b>  <input type="checkbox"/> Technical Writing </td> </tr> </table>					<b>MATH:</b> <input type="checkbox"/> Fundamentals of College Algebra <input type="checkbox"/> Principles of Statistics <b>SOCIAL SCIENCES:</b> <input type="checkbox"/> Substance Abuse <input type="checkbox"/> Criminal Justice <input type="checkbox"/> Art of the Western World <input type="checkbox"/> Western Europe Since 1945 <input type="checkbox"/> Introduction to the Modern Middle East <input type="checkbox"/> Human/Cultural Geography <input type="checkbox"/> Rise and Fall of the Soviet Union <input type="checkbox"/> A History of the Vietnam War <input type="checkbox"/> Civil War and Reconstruction <input type="checkbox"/> Foundations of Education <input type="checkbox"/> Life-Span Developmental Psychology	<b>SOCIAL SCIENCES (cont.)</b> <input type="checkbox"/> General Anthropology <input type="checkbox"/> Intro. to Law Enforcement <input type="checkbox"/> Fundamentals of Counseling <b>HUMANITIES:</b> <input type="checkbox"/> Ethics in America <input type="checkbox"/> Intro. to World Religions <input type="checkbox"/> Principles of Public Speaking <b>BUSINESS:</b> <input type="checkbox"/> Intro. to Computing <input type="checkbox"/> Personal Finance <input type="checkbox"/> Management of Information Systems <input type="checkbox"/> Principles of Finance <input type="checkbox"/> Principles of Financial Accounting <input type="checkbox"/> Human Resource Management	<b>BUSINESS (cont.)</b> <input type="checkbox"/> Organizational Behavior <input type="checkbox"/> Principles of Supervision <input type="checkbox"/> Business Law II <input type="checkbox"/> Introduction to Business <input type="checkbox"/> Money and Banking <input type="checkbox"/> Business Mathematics <b>PHYSICAL SCIENCE:</b> <input type="checkbox"/> Here's to Your Health <input type="checkbox"/> Astronomy <input type="checkbox"/> Environmental and Humanity <input type="checkbox"/> Principles of Physical Science I <input type="checkbox"/> Physical Geology <b>TECHNOLOGY:</b> <input type="checkbox"/> Technical Writing
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Repeating Exams <input type="checkbox"/> Check here if you are repeating any of these exams. Remember you must wait six months before repeating an examination.							
Fees ( <b>Do not send cash</b> ): A non refundable registration/transcript fee of <b>\$15.00, payable to BSC</b> , must be attached to the "registration-admission form" to secure your test date. Test appointments may not be changed by phone. To reschedule a test you must submit a new registration along with an additional non-refundable fee.							
The fee for each exam is <b>\$80.00, payable by CREDIT CARD ONLY</b> .							
Registration/Transcript Fee paying by:			Exam fee paying by:				
<input type="checkbox"/> Check <input type="checkbox"/> Money Order			<input type="checkbox"/> Credit Card (VISA, MasterCard, American Express) <input type="checkbox"/> Military				

**The application may be mailed to: BSC, Attn Testing Services, PO Box 5587, Bismarck ND 58506**

### DSST TEST ADMISSION TICKET

Complete the questions below, do not detach. After validation by the test center administrator, this part of the form will be returned to you.

Signature: I accept the conditions regarding administration of tests and reporting of scores.		Social Security No.	Birth Date
Sex <input type="checkbox"/> Male <input type="checkbox"/> Female	School Reporting Code (Required)/Institution Receiving Scores: _____		
Your Mailing Address _____ _____ _____	<b>Items needed day of exam:</b> <input type="checkbox"/> Admission Ticket <input type="checkbox"/> <b>\$80.00</b> payment in the form of <b>Credit Card</b> . <input type="checkbox"/> 2 forms of Photo I.D. (Military Personnel will also need their military ID)  <b>DO NOT</b> bring food or drink, books, papers, beepers, or cell phones		
Office Use Only	Examination Registered for _____		
	Report at _____ Time _____ Date _____	Location <b>Schafer Hall</b> Building _____	<b>205</b> Room No. _____
	Address <b>1500 Edwards Ave, Bismarck</b>		
Signature of Test Center Administrator _____		Telephone Number <b>701-224-5658</b>	