

Distance Testing Eligibility Instructions

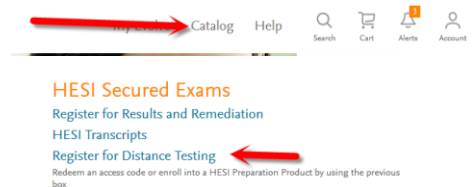
1. You must have an Evolve student account with HESI Assessment

To register for your HESI Distance Testing exam, you will need an Evolve student account.

If you do not have an account, you can create it at: <https://evolve.elsevier.com/>

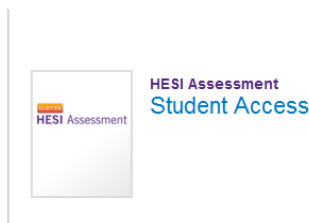
Follow the steps below:

- a. Go to <https://evolve.elsevier.com/cs/> and click I'm a student.
- b. In the HESI Secured Exams section, click the link that says Register for Results and Remediation.
- c. Click Register for Distance Testing to place this in your cart, and then Redeem/Checkout from the cart screen.
- d. If you are a returning user, enter your Evolve username and password and click Login. If you are new to Evolve, enter your name, email, desired password, institution information (if applicable), and click Continue.
- e. Check the Box, Yes, I accept the Registered User Agreement
- f. Select Submit

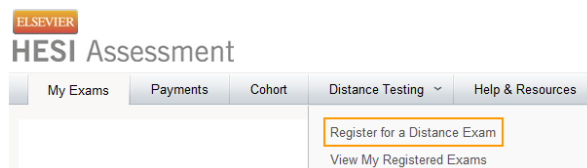


2. Register for Distance Testing Exam

Log into your Evolve Account and click on:



Click on Distance Testing Tab > Register for a Distance Exam:



Complete the required information, check box, and click the submit button:

The screenshot shows a web form titled "Register For a Distance Testing Exam". The form includes fields for Dept. ID*, Dept. Name, First Name (Student), Last Name (Testing), Address Line 1 (111), Address Line 2, City (XXX), Zip (11111), Exam*, and Phone (555-5555). There are also checkboxes for "My Evolve profile is the same as it appears on my government issued photo ID." and buttons for "Submit" and "Cancel".

Numbered callouts on the form:

- 1: Points to the top of the form.
- 2: Points to the Dept. ID* field.
- 4: Points to the Exam* dropdown menu.

An orange callout box on the right contains the following instructions:

1. Please confirm that your first and last name match your government-issued photo ID with signature. (Middle name is not required)
2. Click Tab on your keyboard to populate information.
3. Enter school's department ID.
4. Select the appropriate exam.

LAKEVIEW COLLEGE OF NURSING – RN – DISTANCE TESTING

Department ID: *198266*

*IMPORTANT INFORMATION:

1. **Do Not** use the **School's Department Id** as your student ID when creating your student Evolve account.
2. The first and last name on your Evolve account **must be the same** as it appears on your **Government Issued Photo ID with Signature** (i.e. Driver's License or Passport). You will **not** be admitted into the testing lab if there is any discrepancy between what is listed on your Evolve student account and what is presented on your ID.
3. Your government issued ID must include your signature and a photo that resembles your current appearance to gain admittance into the testing center (your middle name/initial is not required).
4. **Do Not** Register for **Multiple Schools** or **Multiple Exam Versions** (ex. A2 V1 & A2 V2). Register and complete testing on one version of an exam before registering for subsequent version.

You will receive an email Confirmation Notice indicating that you may schedule your exam. Please carefully review the information contained in your Confirmation Notice. If name is not correct, or has been changed, please contact Elsevier HESI Assessment at exameligibility@elsevier.com. Failure to do so could result in forfeiture of your testing appointment and associated fees.

PLEASE NOTE:

You will receive your Eligibility ID in an email (this is your **evolve username**). Please add the following email address to your email's safe sender list to avoid delays: exameligibility@elsevier.com. If you do not see the notification, please check your spam/junk folder.