STUDENT INSTRUCTIONS FOR THE KAPLAN ENTRANCE EXAM AT GULF PARK TESTING CENTER

**It is important that you read ALL of the following directions completely before submitting your application**

1. Go to https://online-learning.usm.edu/proctoring/ for Gulf Coast Testing Center information—read all instructions and note available testing times and physical location (see below). Registration must be completed a minimum of four (4) business days before your requested test date. Late fees will be assessed for late submissions and must be paid before your application will be processed. Example: If an application is submitted on Wednesday, you cannot schedule your exam no earlier than the following Tuesday. If you submit your application on a weekend, you will need to schedule your exam no earlier than Friday of the upcoming week. All Kaplan Entrance Exams taken at the Gulf Park campus must be completed before the College of Nursing & Health Professions’ application deadlines. Exams taken after the deadline will not be accepted. Please note these requirements when reserving your test date with the proctoring center.

CONTACT INFORMATION
Gulf Coast Library, Room 210
730 East Beach Blvd.
Long Beach, MS  39560
Phone: 228.214.3459
Fax: 228.214.5417
Email (best method of contact): mernagh.howze@usm.edu

KAPLAN ADMISSIONS TESTING
April 16, 2019, Tuesday, 2pm
April 17, 2019, Wednesday, 9am & 2pm
April 23, 2019, Tuesday, 9am & 2pm
April 27, 2019, Saturday, 1pm
April 29, 2019, Monday, 2pm
May 14, 2019, Tuesday, 9am & 2pm
May 15, 2019, Wednesday, 2pm
May 16, 2019, Thursday, 2pm
May 21, 2019, Tuesday, 9am & 2pm  
May 22, 2019, Wednesday, 9am & 2pm  
May 23, 2019, Thursday, 2pm

2. On the online-learning.usm.edu/proctoring page, scroll down to the APPLICATIONS section, and select Gulf Coast Campus under the appropriate request form (USM student or Non-USM student). On the request form (see screen capture below), enter your information under Applicant Information. Under Course Information, enter Nursing Entrance Exam for USM Course Prefix, enter Terry Whittington for Instructor’s Name, enter your test date/time from the listed Kaplan dates/times above, enter 1 for exam, and click Add to Basket. Please remember that applicants are only permitted one (1) test attempt per admission period—multiple attempts will not be accepted.

![Screen capture of Applicant Information and Course Information forms]

3. **AFTER you have received a confirmation of approval** (not the automated receipt) from the Gulf Coast Testing Center, complete the online USM Admissions Test Request Form located at: [https://forms.usm.edu/nursing/view.php?id=10810](https://forms.usm.edu/nursing/view.php?id=10810)

   Be sure to submit your online $50 Kaplan fee payment when completing form. The Kaplan fee is separate from the Gulf Park Proctoring fee and must be paid in order to complete your registration.

4. The Hattiesburg campus will confirm all Kaplan registrations with Gulf Coast Testing Center.

5. Students should arrive and take the exam on the day registered. If you do not reside on the Gulf Park campus, please obtain a visitor’s pass for parking.

   Please call 601-266-6024 if you have any questions or concerns.