These are instructions for how to access the English Proficiency test.

Step 1: activate your account and create a password.

Your student ID number (same as ctcLink ID) is on your order confirmation email. If your student ID is not located on your receipt, please call our office.

Navigate to this page.
At the bottom of the page (under the white box) click on **"Activate Your Account"** Watch this video to go over the ctcLink account activation process.
TIP: The password cannot contain your name, birthdate or email.
Please let us know if Step 1 does not work.
This step must be done before showing up to your scheduled time slot.

Step 2: log into canvas
navigate to this page
Use the big red "Click Here to Log into Canvas button".
Use your student ID and newly created password.

Step 3: find the test in canvas
In Canvas find NSPRF 97 on the left side, in "Courses" – this is the test.
Take the practice test. You have multiple attempts.

Step 4: Schedule the test
Contact the testing center to book your time slot: **nsctesting@seattlecolleges.edu**
Testing Center is open Monday – Thursday. The testing center opens at 10am. You must arrive by 11:30 to complete the test. Please allow yourself 4 hours for the 2 attempts.

Please note: If you show up to the testing center without an appointment or without activating your ctcLink account you will be asked to return on a different day.

When you arrive at the testing center you must have:

1. Your student ID number & password.
2. A photo ID

You are not allowed to bring phones, purses, smart watches, or any personal items. Lockers are available outside the testing center to store personal items. Please bring a refundable quarter (.25) to securely store your belongings.

Please let us know if you need any further assistance.
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