

Request for Waiver of the Basic Skills Placement Test and English Language Proficiency Test

Office of Testing Services, Room S-127
Bergen Community College
400 Paramus Road
Paramus, NJ 07652-1595
Telephone: (201) 447-7203
Fax: (201) 447-2693

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ SS# and/or BCC ID # _____

E-mail address: _____

You may not be required to take the College Basic Skills Placement Test at this time if you fit into one of the categories listed below:

Please check the waiver condition that applies in your case, attach the required supporting documents, and mail to the address above. Documentation must be sent to the Testing Office for a waiver to be applied.

- ☐ I have a Bachelor's, Master's, or Doctoral degree from an accredited college or university in the U.S.
(ENCLOSE A COPY OF YOUR DEGREE)
- ☐ I have already completed college-level English Composition and a college-level mathematics course.
(ENCLOSE A COPY OF YOUR TRANSCRIPT OR GRADE REPORT OF COURSES)
- ☐ I have taken a college Basic Skills Placement Test at another college.
(ENCLOSE A REPORT OF YOUR SCORES OR HAVE THEM SENT TO THIS OFFICE)
- ☐ I have taken the SAT. A score of 530 or above on the Math SAT will waive the Math portion of the Basic Skills Test. A score of 540 or above on the Critical Reading SAT will waive the English portion of the Basic Skills Test. (ENCLOSE A COPY OF YOUR SAT SCORE REPORT OR HAVE ONE SENT TO THIS OFFICE.)
- ☐ My college/university degree is from a country other than the U.S. Please note: A degree from a country other than the U.S. must be evaluated through the World Education Services in New York City, and you may be required to take the English Language Proficiency Test. If the results of this examination indicate that you may register for English Composition I, then you may be granted a waiver from the College Basic Skills Placement Test. If your placement is in the American Language Program, then you must register for that program before you may take any other courses.
(ENCLOSE A WORLD EDUCATION SERVICES EVALUATION REPORT OF YOUR DEGREE)
- ☐ I have taken the TOEFL. (ENCLOSE A COPY OF YOUR TOEFL SCORE REPORT)

THIS WAIVER REQUEST MUST BE PROCESSED PRIOR TO REGISTRATION.

Please Note: If your request for a waiver is denied, you will be notified.
If your request for a waiver is accepted, you will not be notified.

Signature _____

Date _____