Beginning fall 2014 students must demonstrate computer competency in one of two ways:

- Earn a grade of C or higher in one of the approved computer competency courses at Kilgore College.
- Achieve a score of 70 or higher on the KC Computer Competency Test. The test consists of both computer concepts and application usage.

Registration Procedures:

1. Pay the non-refundable $25 fee by money order, cash or credit card to the Cashier's Office.
2. Submit registration form and proof of payment to the testing center at least 24 hours prior to the desired test date to schedule an appointment for testing. **You must pay testing fee prior to scheduling an appointment.**
3. Students must indicate which tests they want to take (refer to registration form).

Online Registration Procedures:

- Students may register and pay online at www.kilgore.edu/testing-kilgore. However, if you register online you must be prepared to pay online at the same time.
- If you pay the testing fee by phone you **CANNOT register online.**
- Registering online **DOES NOT** guarantee that a student has been scheduled for testing.
- Students are contacted by the Testing Center once they receive both the registration form **AND** payment confirmation. **The testing center will contact you to schedule your appointment for testing.**

Candidates must arrive on test day with a valid photo ID on test day.

Students are encouraged to go online to https://sam.cengage.com click videos, and view the video entitled: “**Students: Completing a SAM Exam**” before coming to take the exam.

**Approved Computer Competency Courses:**
- ARTC 1325—Introduction to Computer Graphics
- BCIS 1305—Business Computer Applications (transfer course)
- ITSC 1301—Introduction to Computers
- ITSC 1309—Integrated Software Applications I
- POFI 1204—Computer Fundamentals (for Cosmetology students only)
- POFI 1301—Computer Applications I