



**55 Paul Manafort Drive
New Britain, CT 06053-2142**

PH: (860) 832-3800 FAX: (860) 832-3999

**ATTENTION: USE THIS FORM ONLY IF YOU ARE A MATRICULATED
CHARTER OAK STATE COLLEGE STUDENT INTENDING TO TAKE AN EXAM
AT COSC.**

Please Print:

_____ Social Security Number _____ Daytime Phone Number

_____ Last Name _____ First _____ M.I.

_____ Street Address

_____ City _____ State _____ Zip Code

_____ Signature

REQUEST FOR TECEP TEST ADMINISTRATION

- | | |
|--|--|
| _____ Advertising | _____ Marketing Communications |
| _____ Business in Society | _____ Marriage & the Family |
| _____ Business Policy (does not meet COSC capstone course) | _____ Network Technology |
| _____ English Composition I | _____ Principles of Finance |
| _____ English Composition II | _____ Psychology of Women |
| _____ Federal Income Taxation | _____ Public Relations Thought & Practice |
| _____ Financial Markets & Institutions | _____ Sales Management |
| _____ Introduction to Human Services | _____ Security Analysis & Portfolio Management |
| _____ Introduction to News Reporting | _____ The Science of Nutrition |
| _____ Introduction to Operations Management | _____ Technical Writing |
| _____ Kinesiology | |

Method of Payment:

CHECK
 Money Order

Payable to Charter Oak State College



I shall be ready to take the above-marked test on _____ at _____ am/pm at Charter Oak State College in New Britain, CT. (Specific date and time **must** be arranged with the Charter Oak State College testing staff prior to mailing this form.)

. All testing fees are payable to Charter Oak State College and may be in the form of personal checks or by money order.
PLEASE NOTE: Registration forms and fees must arrive at our New Britain location **no later than seven weeks** prior to the test date. **If you must reschedule** your exam(s), you will be required to pay a \$35.00. The administration fee is non-refundable.



Exam Registration Procedures- TECEP

1. At least **seven** weeks prior to when you'd like to sit for an exam, call the New Britain office (860) 832-3822 to schedule the date and time. Ask to speak with the testing staff.
2. **If you have a disability** and need special accommodations, this must be arranged at the time that you call to schedule the exam.
3. Mail your registration form and fees to the above address so that they arrive **no later than** six weeks prior to the test date. All test administration fees are non-refundable.
4. You must bring a photo identification to sit for an exam.

CHARTER OAK STATE COLLEGE MAIN OFFICE (New Britain)

From Springfield, MA and other points NORTH of Hartford:

Take I-91 South to I-84 West to Exit 39A, to Rte 9 South.
Take Exit 29.

At end of exit turn right onto Ella Grasso Blvd

At next major intersection, turn left onto Stanley St.

At next light (Dunkin Donuts), turn left onto Paul Manafort Dr.

Charter Oak's parking lot is on the right.

From Boston and other points EAST of New Britain:

Take I-84 West to Exit 39A to Rte. 9 South.

Take Exit 29 off Rte. 9 to Ella Grasso Blvd.

At end of exit, turn right onto Ella Grasso Blvd.

At next major intersection, turn left onto Stanley St.

At next light (Dunkin Donuts), turn left onto Paul Manafort Dr.

Charter Oak's parking lot is on the right.

From New York and other points SOUTH of New Britain:

Take I-95 North to I-91 North to Exit 22 North to Rte. 9 North.

Follow Rte. 9 to Exit 29, Cedar St (Rte. 175).

At traffic light at end of ramp take a left onto Rte 175.

At second light, turn right onto Paul J. Manafort Dr.

At next light, turn left into the Charter Oak State College parking lot.

From Waterbury and other points WEST of New Britain:

Take I-84 East to Exit 39A to Rte. 9 South.

Take Exit 29 off Rte. 9 South to Ella Grasso Blvd.

At end of exit turn right onto Ella Grasso Blvd.

At next major intersection, turn left onto Stanley St.

At next light (Dunkin Donuts), turn left onto Paul Manafort Dr.

Charter Oak's parking lot is on the right.

DIRECTIONS TO CHARTER OAK STATE COLLEGE Satellite Office (Newington) 85 Alumni Road, Newington, CT 06111

From the North: Take I-91 South to I-84 West to Exit 39A, to Rte 9 South. Take Exit 29 off Rte. 9 South. At end of exit turn left onto Ella Grasso Blvd., then at the next major intersection, turn right onto Fenn Road . At the end of the road, turn left onto Rt. 175 East (which becomes Cedar Street in Newington). Go through one light and look for the Dunkin Donuts on your left. Just after the Dunkin Donuts there is a Citgo Gas Station. Turn left onto Alumni Rd, just after the Citgo Station (before the light). Go down the hill and we are the white building on the left. You'll see the COSC/CTDLC sign.

From the South: Take I-95 North to I-91 North to Exit 22 North to Rte. 9 North. Follow Rte. 9 to Exit 29, Cedar Street (Rte. 175). At traffic light at the end of the ramp take a right onto Rte 175. Go through one light and look for the Dunkin Donuts on your left. Just after the Dunkin Donuts there is a Citgo Station. Turn left onto Alumni Rd, just after the Citgo Station (before the light). Go down the hill and we are the white building on the left. You'll see the COSC/CTDLC sign.

From the East: Take I-84 West to Exit 39A to Rte. 9 South. Take Exit 29 off Rte. 9 to Ella Grasso Blvd. At end of exit turn left onto Ella Grasso Blvd., then at the next major intersection, turn right onto Fenn Road . At the end of the road, turn left onto 175 East (which becomes Cedar Street in Newington). Go through one light and look for the Dunkin Donuts on your left. Just after the Dunkin Donuts there is a Citgo Gas Station. Turn left onto Alumni Rd, just after the Citgo Gas Station (before the light). Go down the hill and we are the white building on the left. You'll see the COSC/CTDLC sign.

From the West: Take I-84 East to Exit 39A to Rte. 9 South. Take Exit 29 off Rte. 9 South to Ella Grasso Blvd. At end of exit turn left onto Ella Grasso Blvd., then at the next major intersection, turn right onto Fenn Road . At the end of the road, turn left onto 175 East (which becomes Cedar Street in Newington). Go through one light and look for the Dunkin Donuts on your left. Just after the Dunkin Donuts there is a Citgo Gas Station. Turn left onto Alumni Rd, just after the Citgo Gas Station (before the light). Go down the hill and we are the white building on the left. You'll see the COSC/CTDLC sign.

For More TECEP information visit:

<http://www.tesc.edu/701.php>