

REGISTRATION PROCEDURE FOR THE PSYCHOMETRIC ENTRANCE TEST ABROAD – 2010

Read the following information carefully before completing the enclosed registration form.

Registering for the Psychometric Entrance Test and applying to an educational institution are two separate procedures. Applying to an educational institution does **not** constitute registration for the Psychometric Test; similarly, registering for the test does **not** constitute application to an educational institution. It is not necessary to apply to an educational institution in order to take the test. You need take the test only once, even if you are applying to more than one educational institution, and your scores will be forwarded to all the institutions of your choice.

Test results are valid for university admission purposes for at least **7 years**. Detailed information is available in the bulletins issued by the various institutions.

If you have an Israeli identity card or a valid passport, you are eligible to take the Psychometric Test.

Test locations and dates

The National Institute for Testing and Evaluation (NITE) administers the Psychometric Test once a year in several locations in **Europe, the United States, and Latin America**.

A detailed list of test dates and locations appears on a separate page. The earlier you register for the test, the more likely it is that your preferences can be taken into account.

NITE reserves the right to cancel or add to the locations listed, or to change test dates. Only those who have registered for the test will be notified of changes. If a requested location is cancelled, you will be assigned to your second preference. It is therefore **important to list two location preferences** on the registration form.

Consult the institutions to which you are applying to ensure that the test date you have chosen is appropriate for the academic year for which you wish to register and for the department(s) of your choice.

During the test, use of the following is strictly **prohibited**: calculators (including those on wristwatches), clocks, watches or stopwatches that produce sounds, cellular telephones, communication devices, electronic instruments of any kind, dictionaries, books, papers or any other study aids.

Smoking is prohibited in all the examination halls.

How often can you take the test?

There is no limit to the number of times you may take the Psychometric Test. However, you may not take it on two consecutive test dates. You can retake the test according to the following table:

If you take the test in	You can retake the test as of
October 2009	February 2010
December 2009	March/April 2010
February 2010	July 2010
March/April 2010	September 2010
July 2010	December 2010
September 2010	February 2011
December 2010	March/April 2011

If you retake the test earlier than the permitted date, that test will be invalidated. To be retested, you will have to wait the requisite time interval from the date of the invalid test. No exceptions will be made.

The educational institutions generally use the applicant's highest test score. You should, however, verify this with the institution to which you apply.

Test languages

The test can be taken in any one of the following six languages: **Hebrew, Arabic, Russian, French, Spanish, and the Combined/English version**. You should take the test in the language in which you are most fluent. The **Combined/English** version of the test is intended for examinees whose first language is English, as well as for those whose first language is not Hebrew, but who are more fluent in Hebrew or English than in any of the other test languages. In the **Combined/English** version, the entire test appears in both English and Hebrew, with selected words translated into Russian, German, Italian, Hungarian, Amharic, Portuguese and Dutch.

The test language has no bearing on test scores.

Hebrew Proficiency Test Abroad

Examinees who take the Psychometric Test abroad in languages other than Hebrew (including the Combined/English version) may also take the Hebrew Proficiency Test at the end of the Psychometric Test to assess their knowledge of Hebrew. The Hebrew Proficiency Test score is **not included** in the Psychometric score and is reported separately. The various institutions use this test for different purposes. Some use the test to assess students' command of Hebrew and to place students in the appropriate Hebrew language courses. In certain institutions this test is also an entrance requirement. Some institutions may require applicants to take a further Hebrew test. It is your responsibility to ascertain whether the Hebrew Proficiency Test is required by the institutions to which you have applied. The scores on the Hebrew Proficiency Test are forwarded in the same way as the Psychometric Test scores (see below).

If you wish to take the Hebrew Proficiency Test abroad, note this in Section D on the Registration Form.

You may also take the Hebrew Proficiency Test in Israel (for an additional charge) during the July, September, and December test periods.

Special test accommodations

NITE offers test accommodations for applicants with special needs. Special tests are administered **only in Israel, in March/April, July and December**. Details may be obtained from **NITE's website: www.nite.org.il**

Registration form

Completing the form

It is important to complete the enclosed registration form correctly:

- Fill in your ID number as it appears on your identity card. Write the control number in the appropriate space. If you do not know your control number, leave the space blank. If your ID number consists of fewer than 8 digits, add zeros in the empty boxes to the left of it.
- If you do not have an Israeli identity card, but do have an Israeli passport, fill in the ID number that appears in your passport. Do not give your passport number.
- If you do not have an Israeli identity card, Israeli passport or Immigrant Card, fill in the number of your foreign passport. The last digit should be in the box furthest to the right (leave the control number space blank).

Registration forms submitted without an ID/passport number will not be processed!

- Fill out the address (in Israel or abroad) at which you wish to receive your confirmation of registration and your test score.

Note: When applying to an educational institution, ensure that your ID number is the same as the one that appears on the Psychometric Test registration form.

Fees

The fee for tests administered outside Israel is NIS 680 or US\$180 / €125. Payment may be made either by check or by bank transfer directly to NITE's bank account:

Account Number 92166
Bank Hapoalim 12 - 690
Main Branch, Jerusalem

The check, or a copy of the bank transfer, must be enclosed with the registration form. **Registration forms sent without verification of payment will not be processed.**

Mailing

Send the registration form by registered mail. **Make sure that your registration form reaches NITE before the deadline** stipulated for the test date you have requested. Keep in mind that **the bank payment does not constitute registration for the test** (the bank does not forward your personal data to NITE). Your registration will be processed only after both registration form and payment are received by NITE.

Do not send your registration form by fax.

Test notification

The **Overseas Tests Unit** handles your registration form from the moment it arrives at NITE until the day of the test.

If you followed the registration instructions precisely and promptly, confirmation of your registration will be sent to you at the address given on the form, together with a *Guide for Examinees* in the language in which you have requested to be tested. **Make sure that all the information in the notification is correct** (name, ID/passport number, test date and test language). If there are any errors, telephone the **Overseas Tests Unit immediately**. Your test notification will be sent to you approximately one month before the test date.

If you do not receive your test confirmation as of **20 days before the test date**, telephone the **Overseas Tests Unit** to determine whether your registration form has been processed. **If you receive more than one test confirmation, disregard the earlier one.**

Changing the test date

If you have registered for a test abroad and wish to change your test date, contact the **Overseas Tests Unit by telephone or by registered mail**. If your request reaches the **Overseas Tests Unit before the registration deadline for the test date that you originally requested**, it can be accommodated at no extra charge. If the request arrives after the registration deadline, the change will entail a service charge of approximately **18%** of the current test fee.

Canceling registration

If you wish to cancel your registration, notify the **Overseas Tests Unit by registered mail**. Your test fee will be reimbursed after a service charge has been deducted. If your cancellation request is received **before the registration deadline** for the relevant test date, the service charge is approximately **15%** of the test fee. If your cancellation request is received **after** the registration deadline, but **up to three months after the test date**, the service charge is approximately **30%** of the test fee.

Forwarding test scores

Forwarding test scores to the educational institutions

Your scores will be reported directly to **Ben-Gurion University of the Negev, Bar-Ilan University, Haifa University, the Hebrew University of Jerusalem, Tel-Aviv University and the Technion** within 45 days.

Your scores will also be forwarded to the other institutions that you indicated on the registration form, according to the following key:

Academic Institutions and Their Codes

- ② Academic preparatory programs*
- ③ The Academic College of Tel Aviv-Yafo
- ④ Tel-Hai Academic College
- ⑤ College of Management, Academic Studies Division
- ⑥ Jerusalem College of Technology – Machon Lev, Machon Tal
- ⑦ Holon Academic Institute of Technology
- ⑧ Ruppin Academic Center
- ⑨ The Inter-Disciplinary Center, Herzliya
- ⑩ Shenkar College of Engineering and Design
- ⑪ Sapir College
- ⑫ Netanya Academic College
- ⑬ Hadassah Academic College, Jerusalem
- ⑭ The Academic College of Emek Yezreel

* Academic preparatory programs of the universities and the Technion, as well as other academic preparatory programs:

Achva, Ashdod, Ashkelon, Beit Berl, David Yellin, Eilat, Emek Yezreel, Emuna, Hemdat Hadarom, Hadassah, Haredi Girls College-Jerusalem, Holon Technological, Jerusalem College of Engineering, Jerusalem College of Technology, Jordan Valley, Judea and Samaria, Kaye, Levinsky, Lod, Ma'aleh Adumim, Netanya, North-Afula, Ohalo, Or Me'Ofir, ORT Braude Carmiel, Ra'anana, Rom Prat, Ruppin, Safed, Sapir, Shamon Engineering, Tel-Aviv College of Engineering, Tel-Hai, Western Galilee, Wingate.

- 15 The College of Judea and Samaria, Ariel
- 16 Kinneret Academic College
- 17 Ono Academic College
- 18 Achva Academic College
- 19 Ashkelon Academic College
- 20 Israel Defence Forces – Academic Reserve Program
- 21 Jerusalem College of Engineering
- 22 Hemdat HaDaron Academic College of Education
- 23 The David Yellin College of Education
- 24 The Yaakov Herzog College
- 25 Lifshiz Academic Religious College of Education
- 26 Emuna College
- 27 Beit Berl College
- 28 Wingate Institute, College for Physical Education
- 29 Givat Washington Academic College of Education
- 30 Moreshet Yaakov Academic Religious College of Education
- 31 Beit Rivka College
- 32 Levinsky College of Education
- 33 Kibbutzim College of Education
- 34 ORT Braude College of Engineering, Carmiel
- 35 Oranim Academic College of Education
- 36 Al-Qasemi College of Education
- 37 College of Sahnin for Teacher Education
- 38 Academic Arab College for Education in Israel, Haifa
- 39 Gordon Academic College of Education, Haifa
- 40 Shaanan Academic Religious College of Education
- 41 Ohalo College, Katzrin
- 42 Talpiot College of Education
- 43 Michlala Jerusalem College for Women – Bayit VeGan
- 44 WIZO Academy of Design and Education, Haifa
- 45 Afeka-Tel Aviv Academic College of Engineering
- 46 Kaye Academic College of Education Beer-Sheva
- 47 Orot-Israel Academic College of Education
- 48 Efrata Academic College of Education

NITE does not send test scores to educational institutions other than those listed above. All of the institutions guarantee that the scores will be used for their own admissions purposes only.

The educational institutions process candidates on the basis of the scores sent directly to them by NITE.

Forwarding test scores to examinees

Your scores, together with an information leaflet, are also sent to the address you indicated on the registration form.

In addition to the mailed test report, you can view your scores on **NITE's website: www.nite.org.il**. Access your scores by entering your personal data: name, ID number, and the reference number appearing on the lower right-hand side of your "Confirmation of Registration" (this confirmation is sent to you after NITE receives your registration form and test fee). Scores are posted on the Internet around the same time they are sent to the educational institutions.

- All scores for examinees tested on a particular test date are calculated at the same time. Therefore, no individual score can be issued in advance of this time.
- NITE does not release test scores by telephone or fax.
- Examinees will be charged for additional copies of test results.

Requests for changes

- If you **object** to having your score forwarded to one or more of the universities/Technion, or to having them posted on the Internet (accessible only via your personal identification data), you must send a registered letter to NITE's Scoring Department specifying which institutions should **not** receive your scores. The Scoring Department will confirm receipt of your request in writing. Only if such confirmation is issued will NITE be obliged to comply with your request.
- If, after registration, you wish your score to be forwarded to **additional or different** institutions from those indicated on your registration form, contact the Scoring Department by telephone, in writing, or by means of NITE's website.

Requests for the above changes that arrive after the test date will entail a service charge.

Appealing your score

Test answer sheets are read by an optical scanner. This method is extremely accurate. Nevertheless, you have the right to appeal your score and have your answer sheet checked a second time.

A fee is charged for this procedure; however, if it is discovered that a scoring error has indeed occurred, this fee will be refunded. To submit an appeal of this kind, contact the Scoring Department at NITE, either by telephone or by means of the NITE website. You are entitled to appeal your score for up to **three months after the test date**.

Summons for retesting

During the scoring process, standard checks are conducted to ensure that scores accurately reflect examinees' ability. In certain cases, NITE may encounter difficulties in evaluating a test, for example, because of irregular or inconsistent test results or technical problems. In the event of any doubt as to a test's reliability, for any test date and for any reason, including those mentioned above, the examinee may be summoned to retake the test at NITE's offices in Jerusalem. Where relevant, test scores will be withheld until all doubts as to their validity have been removed. NITE will decide how to proceed only after retesting. A written summons for retesting is generally sent to examinees within six weeks of the test date; however, such a summons may also be issued at a later date.

Registering from abroad to take the test in Israel

If you wish to register from abroad to take the test in Israel, fill out the appropriate sections (test date, language and location) of the attached registration form. An Israeli address should be given on the form. If an Israeli address is not given, the confirmation notification will be kept at the Registration Center in Jerusalem. The fee for the test in Israel is US\$140 / €96. A check or confirmation of bank transfer (see bank account number on p. 2) must be submitted together with the registration form. Make sure that your registration form reaches NITE by the deadline stipulated for the test date you have requested.

Upcoming test dates

Test date	Registration deadline*	Test languages	Test locations
Feb. 9, 2010	Jan. 4, 2010	Hebrew	South, Jerusalem, Center, North
March 25, 28, 2010	Feb. 11, 2010	Hebrew, Arabic, Russian, Combined/English	Eilat, South, Jerusalem, Center, North
July 1-2, 2010	May 17, 2010	Hebrew, Arabic, Russian, Combined/English, French, Spanish	South, Jerusalem, Center, North, Galilee Pan-handle
Sept. 20-21, 2010	Aug. 11, 2010	Hebrew, Arabic	South, Jerusalem, Center, North
Dec. 5, 2010	Oct. 27, 2010	Hebrew, Arabic	South, Jerusalem, Center, North

* Registration forms must reach NITE by this date. **A registration form that arrives after the deadline will be processed for the subsequent test date.**

Inquiries and comments

- Any complaints regarding the test should be addressed in writing to the Public Relations Department within **one week** of the test date.
- All correspondence with NITE should include your name, ID/passport number, type of test and test date.

For additional information, contact:

National Institute for Testing and Evaluation

Overseas Tests Unit

Tel: 972-2-6759555 Fax: 972-2-6759543

P.O.B. 26015 Jerusalem 91260 ISRAEL

Office hours: Sun.-Thurs. 08:30-14:30

e-mail: yifat@nite.org.il

www.nite.org.il

The National Institute for Testing and Evaluation reserves the right to change any or all of the above procedures and conditions if and when it deems necessary.