



# COLLEGIATE ASSESSMENT of ACADEMIC PROFICIENCY (CAAP) TEST Testing Request Form

Michigan Jewish Institute · 6890 West Maple · West Bloomfield, MI 48322-3032  
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**Testing Information:** All students must demonstrate mastery and achievement in 1. reading comprehension, 2. writing, 3. mathematics and 4. critical thinking skills by passing the ACT Collegiate Assessment of Academic Proficiency (CAAP) examination in these four areas **prior** to graduation. Currently, MJI considers the 45th national percentile score for **each** of the four tested skill areas (as published by ACT) as passing scores. (NB: A high score on one skill area does not compensate for a low score on another skill area.)

MJI recommends that all students prepare for and complete their CAAP examinations once they have completed about 90 credits toward their degree requirements of 120 credits. This will help insure timely and successful completion of the examination and avoidance of delays in graduation.

**There is a one-time graduation processing fee of \$100 which includes the cost of the total CAAP proficiency examination. The fee must accompany this Testing Request Form unless other arrangements have been made with the MJI Administrative Offices.**

Students who fail any of the four CAAP skill areas must retake and pass them before being permitted to graduate. Students may prepare for repeat testing by taking advantage of the myriad self-study resources available on the Internet or by seeking out tutorial assistance. MJI faculty may also be available to assist students in preparing for repeat examinations. Students who fail any portion of the CAAP a second time will be required to take and satisfactorily complete a three credit directed study designed specifically to remediate **each** problem area.

Students who must repeat testing in any skill areas will be charged \$30 per each repeated testing. (Students may repeat more than one skill area per test administration, as necessary.) Remedial directed studies are charged at the same per credit rate as other MJI courses but will not be considered as meeting any academic requirements including earned credit counts, other than the CAAP requirement.

For more information you should visit the MJI website or the CAAP website at [www.act.org/caap/student/index.html](http://www.act.org/caap/student/index.html). You can also download a CAAP *Student Users' Guide* in Adobe pdf format from [www.act.org/caap/pdf/userguide.pdf](http://www.act.org/caap/pdf/userguide.pdf).

## PLEASE PRINT

Student's Name \_\_\_\_\_  
Last First Middle

Social Security Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Date of Birth \_\_\_\_\_

Phone (1): \_\_\_\_\_ (2) \_\_\_\_\_ email: \_\_\_\_\_  
(Include Country Code if Applicable)  CELLULAR  BUSINESS

MJI offers CAAP examinations three times each year. Typically, the examinations are held during the third week of each semester, as shown on the Comprehensive Academic Calendar. Students must submit their request for a CAAP examination no later than the end of the final registration period for the semester during which they wish to take the exam. Failure to timely request the examination will delay testing until the next semester.

I wish to take the CAAP tests during (circle one & complete year): Fall Winter Spring/Summer 20\_\_\_\_

If this is a repeat testing, circle the test(s) you are retaking: Reading Comp.; Writing; Math; Critical Thinking

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Office Use: _____ Dean _____ Registrar _____ Bookkeeping _____ Fin. Aid.
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