How to schedule an appointment for ESL Assessment

Student **must have a SJCC student ID number** in order to schedule and take the ESL Assessment. Follow these steps to schedule an ESL Assessment Appointment:

1) Go to webpage [http://www.sjcc.edu/current-students/assessment-center](http://www.sjcc.edu/current-students/assessment-center)

2) Under “ESL courses require an assessment,” click link “Click here to Schedule an ESL Assessment”

3) Put your Student ID and Birth Date. Click “Continue” to go to next page.
4) To make a new appointment, click “Make new appointment”

![Image of San Jose City College Assessment Appointment Menu]

5) Review the available dates and times for the ESL Assessment.
   a. Click on the “*” to choose the date and time that you want to come take your test.
      **Note:** If you do not see a test date and/or time listed, then either space have been filled that slot or it is not available for ESL Assessment.
   b. To cancel scheduling an appointment, click “Go Back”

![Image of San Jose City College Appointment Search Results]

6) Assessment Reason Select
   a. Scroll down and select “ESL Assessment Test”
   b. Provide your phone number
   c. Provide your email

![Image of San Jose City College Assessment Reason Selection]

7) Click “Continue” and view your confirmed appointment information on the next page.

8) If you need to cancel, view your appointment, or log out, click “Go Back” to return to the appointment menu.