How do I make an appointment?

TSI Assessment
First things first

Method of payment.

- You can schedule your TSI Assessment online, but you’ll have to pay by debit/credit card.

- If paying with cash, check, money order, or third party payment, please go to the Payments Center (Building #8 on the Campus Map).
Step 1:
Go to victoriacollege.edu
Step 2:

Hover your mouse over “Getting Started”
Step 3A:

Click on “TSI Assessment”
Step 3B:

OR- Click on “Testing Center”
Step 3B:

Click on “TSI Assessment”
Step 4:
Select the green plus sign for “Registration & Payment Information”
Step 5:

Once you’ve read through all the information, click the “Appointment Plus” link.

Registration & Payment Information

- TSI Assessment: $12
- TSI Assessment Retake: $12

TSI Registration Instructions:

1. View the TSI video and complete the TSI Assessment Pre-Assessment Activity. (This is mandatory.)
2. Visit Appointment Plus and log in if you already have an account or create an account if you are new.
3. Scroll down and choose the TSI Assessment from the Select Exam drop down box.
4. Scroll down and click the blue hyperlinked date that you would like to take the exam (if the date is not blue, there are no more seats left on that testing date)
5. Read the information for your test, complete any required information and then click Continue.
6. Look for the green check mark and the message, "Your appointment has been confirmed!" and click the Print Confirmation button.

Note: If paying with cash, check, money order, or third party payment, please go to the Payments Center (Building #8 on the Campus Map).

Tip: Any tests taken at the Testing Center, with the exceptions of SAT and ACT will be scheduled through this online system. Be sure to remember your username and password so next time you can login as a Returning User.
Step 6:
If you are a new user, select “Create an Account”.

- Already have an account? Skip to Step 9.

**Do not create more than one account.**
Step 7: Fill in your information.

- Note: Your login can be whatever you choose.
Step 8: Log in.

- If you are having problems logging in, call the Testing Center at 361-582-2589
Step 9: Click on the drop down menu
Step 10:
Scroll down and select “TSI Assessment MAIN CAMPUS”

- Select a time that best suits your schedule first.
- Notice the available times below.

*Only one section can be taken at these times.
During the summer, the only test time on Friday is 8:30 a.m.
Step 11: Select the desired date

- If your desired date is blue, that time and date is still available.

- If the date is black, that date is filled for that particular time slot. You can go back and choose a different time/date.
Step 12: Put in your exam information. Click Continue

Example: All Sections OR Math Only
Step 13: Double check that your billing information is correct.

- **Don’t forget to select the billing Country and the Payment Method.**

- Then click on “Continue to Secure Processing”
Step 14: Put in your card information and click “Submit”.

![Credit card information form]

- **Sale Amount:** $12.00
- **Card Number:** Enter card number
- **Expiration Date:** Enter date as mmyy
- **CVV:** 3 or 4 digits
- **Street Address:** Address for the card
- **Zip Code:** Zip code for the card
- **Cardholder:** Name on the card

Not entering the cardholder, zip code, or street address may result in additional fees.
Step: You’re all done!

- Double check your time and date.
- You do not need to bring in the confirmation page. It is for your records only.
Don’t forget

Check the “Testing Center Guidelines” before coming to test.

• Make sure to bring in a valid, non-expired ID. Students may not test without one—No exceptions!
Contact the Testing Center

If you have any questions or issues, feel free to call us at 361-582-2589. We’re happy to help!

Fall & Spring Office Hours

Monday - Friday: 8 a.m. to 5 p.m.
Saturday: 8 a.m. to noon