

## HESI A2 Instructions

The Lincoln University School of Nursing has been working with Elsevier to get your HESI Admissions exam set up with online proctoring through ProctorU so that you can schedule, and pay for the exam, directly through ProctorU's website. They've created a [new website](#) to walk you through how to set up an account, schedule and pay for your exam, and access support if needed.

**IMPORTANT:** *It is imperative that you READ and FOLLOW DIRECTIONS throughout this process to ensure your ability to test within the allotted dates/times we have reserved!*

**IMPORTANT:** PLEASE SET UP YOUR PROCTUR U ACCOUNT AND REGISTER FOR YOUR TEST SESSION AS SOON AS YOU RECEIVE THIS NOTIFICATION!

Please Read [this website](#) and follow the below steps and instructions to get started with ProctorU.

STEP 1: Create an Elsevier Evolve account. Use the following steps to create an Evolve account and register for HESI Student Access:

1. Visit <https://evolve.elsevier.com/cs/>
2. Choose: *I am a student.*
3. Under the box that says *HESI Secured Exams*, click on the link **Register for Results and Remediation.**
4. Click on the blue **Register** button.
5. This will take you to *My Cart*. Click the blue **Checkout/Redeem** button at the bottom of the page. Now you must create an Evolve account or sign into an existing one.
6. Now, you will either create an account or sign into an existing one. Either sign in with your username and password or create one now by filling in the fields. *Note: Your username will be auto generated and will be a combination of your first initial, your last name, and a number or series of numbers.*

STEP 2: Create a ProctorU username and password in order to register for, and take your exam. Create your ProctorU account here:

<https://go.proctoru.com/students/users/new?institution=2124>

- For your Institution, please select "\*\*\*Elsevier – HESI\*\*"
- If you already have a ProctorU account, you will need to sign in and then "add enrollment" from your profile > account settings and select "\*\*\*Elsevier – HESI\*\*" for the Institution. Then update account.

STEP 3: Register and pay for your Admission Exam at ProctorU's site.

1. Students should Login to their ProctorU account
2. Once they login, they can "Schedule A New Session"

- a. Institution: “Elsevier – HESI”
- b. Exam Type: Classic
- c. Term: Your Institution Name: Lincoln University - Jefferson City
- d. Select your exam: Name of exam you wish to test on: The Lincoln University School of Nursing HESI A2 Admission Exam- Jefferson City

1. Confirm your institution	Elsevier - HESI
2. Select exam type	Classic
3. Select a term	ProctorU Training Fall 2020
4. Select your exam	Mock Exam - Specialty - ProctorU - Mock Test
<a href="#">Find Sessions</a>	

3. This will take you to a screen to select to schedule on demand or schedule for a later date
4. Once selected you should be able to locate a desired date / time to register to take your exam
  - a. Once located, hit “select” then “schedule”
5. Once scheduled, you’ll be prompted to confirm your exam and registration details and proceed to payment:

### My Cart

[Schedule New Session](#)

Items	Institution	Date & Time	Type	Price	Options
Mock Exam - Specialty	Elsevier - HESI	07/08/2020 4-50PM EDT	Live+	\$17.50	<a href="#">Edit</a>   <a href="#">Details</a>   <a href="#">Remove</a>
<b>Total</b>				<b>\$17.50</b>	

**Have an access code?**

 [Apply](#)

<b>Appointments</b>	<b>\$17.50</b>
<b>Premiums</b>	<b>\$0.00</b>
<b>Subtotal</b>	<b>\$17.50</b>
<b>Total</b>	<b>\$17.50</b>

We'll keep your cart safe for 10 minutes, after which we will release these reservation(s) to make room for other test-takers

[Proceed to Payment](#)

6. Once again confirm exam name, institution info, and registration time/date and then proceed to payment
7. Complete required fields required for payment authentication and select “Process Charge”

ALL STUDENTS: Once you have set up your Proctor U account and have registered for your HESI Exam Session, please email your registration confirmation to [McCordJ@lincolnu.edu](mailto:McCordJ@lincolnu.edu).

ALL STUDENTS: IMPORTANT NOTES FOR TESTING:

- You will need to have your Evolve username and password in order to test (you will be prompted for this after starting your exam session).
- You'll need a computer with internet access, a webcam, and a microphone to take this exam.
- You will also need to be in a well-lit, private and quiet area that is free from interruption.
- You will be asked to show a Government issued ID to authenticate your identity. Your face and your screen will also be recorded through the duration of the exam.
- You will be asked to show your entire testing space during the startup process.
- The startup process will take between 10-15 minutes and does not deduct against your actual exam time.
- It is important that you have enough bandwidth available during the exam. Be aware that other people on your network streaming videos or using excessive bandwidth can impact your testing experience.

