

Directions for the Hotchkiss Mathematics Placement Test

Dear Student,

Welcome to Hotchkiss! We in the Mathematics and Computer Science Department are looking forward to teaching you in the fall, and – to that end – it is very important that we find the right math course for you. The goal of this process and its supporting forms is to help us determine your appropriate math course. Please read all of the following instructions carefully before you start working on the Mathematics Placement Test.

We recommend that you familiarize yourself with the testing environment early on, so that we can answer any questions well before the deadline. To that end, the orientation module will already be open when you log on to the Canvas placement course. The three sequential placement test modules will open on Monday, May 5th, and we ask that you complete the placement test modules by **Monday, June 1**.

In addition to the Placement Test, there are a few other forms that will help us find the right math class for you. All of these forms can be found when you log into the Canvas Placement Test site. A summary of the tasks to complete are listed in the table below.

Complete these as soon as possible, but again before the deadline of **June 1**.

Task	Who Completes?
New Student Math Background Form (Link)	Student
New Student Geometry Verification Form (Link)	Current Teacher or School Official
Orientation Test	Student
Placement Test Modules	Student
(Optional) Extracurricular Math Interest Form (Link)	Student

The Placement Test Process

Hotchkiss has developed its Math Placement Test in Canvas, our Learning Management System.

The mathematics placement test consists of four modules. You need to meet a threshold on one module before you can move on to the next module. Please complete as many modules as you can. Each module, except for the Orientation test, may be attempted only **once**. Each module needs to be taken in one sitting, but different modules can be taken at different times. Please **do not** open a placement test module unless you have the appropriate amount of time available to complete it in one sitting.

No calculators or electronic devices that can function as calculators may be used on the placement test. Books and the Internet may **not** be used as resources. As we seek to find the right math course for you, it is essential that the placement test be your own work.

Placement modules have a 80-minute time limit. If you have a documented accommodation and typically require additional time, please contact the Head of the Math and Computer Science Department via email (bdixonmo@hotchkiss.org) **before** you attempt Module I so your time limits for each module can be adjusted.

The following thresholds apply for transitioning from one module to the next.

Name of module	Prerequisite minimum
Orientation Test	None
Module I	100% on the Orientation Test
Module II	25/40 on Module I
Module III	25/40 on Module II

Please note that the placement test does not cover Geometry. Geometry credit is determined based on your transcript and the Geometry form linked on Canvas, which should be completed by your current teacher. If you have questions about your Geometry credit, please contact the Head of the Math and Computer Science Department.

If you are an advanced student – one who successfully completes all modules above – aiming to enroll in Honors Advanced Calculus (MA581Y) or courses with calculus as a prerequisite, we will ask you to complete an additional, paper-and-pencil test this summer or upon your arrival to campus.

Instructions to Access the Placement Test on Canvas

1. Open a web browser. You may use any of the following web browsers:
 - a. Google Chrome
 - b. Mozilla Firefox
 - c. Safari
 - d. Microsoft Edge
2. Go to the following web address: <http://placement.hotchkiss.org>
3. The username is the student email address you provided during the admissions process. The password is Bearcat1 (capital B, the number 1).
4. From the Canvas home page, select the “Courses” pull-down menu and choose the “Math Placement 2026” course (course code: “MATH_TEST_2627”). You should be taken to the math placement page.
5. Read through the directions carefully. Complete the New Student Math Background Form and share the link to the Geometry Verification Form with your current teacher.
6. Attempt the Orientation Module as many times as necessary to score 100%. This will unlock Module I. Attempt as many subsequent modules as you can unlock.
7. If you have questions, consult the [FAQ](#) at the end of this document, also found on Canvas.

Conclusion

Your score on the placement test, along with the required forms, and information you submitted with your application, will be used to determine the appropriate first math course for you at Hotchkiss. You will receive this information from the Academic Office in July.

We are looking forward to meeting you in the fall. Please do not hesitate to contact me with questions or concerns. Ms. Mechare, our Registrar (hmechare@hotchkiss.org), is also available to answer questions, especially during the summer when school is not in session.

Sincerely,

Bridget Dixon Moon

bdixonmo@hotchkiss.org

Head of the Mathematics and Computer Science Department

Frequently Asked Questions

Q: Should I study before taking the placement test?

A: It would be good to prepare thoroughly to be tested on material you've studied before. Essentially, treat this like a final exam. You've been learning and studying all year, and you might want to review before you take a test. This is especially true for those of you who have been studying geometry this year, since your algebra skills might be a bit rusty. Get yourself in good shape to show us what you know. But don't learn new material that you've never studied before. We're interested in seeing what material you've learned and mastered from your school's math classes.

Q: I'm having technical difficulty with the placement test, what should I do?

A: You should start by reaching out to Bridget Dixon Moon or Heather Mechare. We will be able to solve basic issues for you. If we aren't able to help we will reach out to technical support at Hotchkiss.

Q: I was placed into a class that I've already taken at my previous school. Why?

A: Hotchkiss's curriculum doesn't always match up perfectly with other schools' math curriculum. Your placement is based on many factors, including the proficiency you are able to demonstrate on the placement exam. Having taken a class with a given name does **not** mean you will automatically place above that at Hotchkiss. Our goal is to find the most appropriate challenge for your study of math in our curriculum.

Q: I didn't perform well on the placement test. Can I take it over?

A: In most cases, no. Unless there is some debilitating issue (illness, injury, family emergency) the placement test is not designed for retakes. The test is very good at determining the appropriate place in the Hotchkiss curriculum for appropriate challenge and continued success.

Q: I don't agree with my placement. How do I get it changed?

A: There will be an opportunity to adjust your placement via a condition exam process, held when you arrive on campus. Communication about this adjustment process will happen shortly after initial placement is communicated by the Registrar's Office. Additionally, the teacher in your first Hotchkiss math course will be able, over the course of the first few weeks, to tell whether you're over- or under-placed; in consultation with the department head, moves may be possible during the add-drop period.

Q: How many modules should I complete for the placement test? I'm only trying to place into a particular course.

A: You should complete as many modules as you can. Each module will "unlock" if you perform well enough on the previous module. **If a module unlocks, you should attempt it.** Doing so will not hurt your placement, but may give us valuable information to help the process.