NOTE: LTI is constantly changing the formatting and/or the information on their registration page. Prices might have changed as well. The following is the information gathered from their site during the fall of 2018.

The Spanish Department is only trying to help our students with this process, but it is not responsible for any changes that LTI makes to its website.

NEW instructions to register for an oral test (OPI/OPIc), through LTI

Please click on this link or copy and paste it into your browser:

https://tms.languagetesting.com/IndividualSite/

Click on **Buy a Test**, or **Login** if you are an already Registered User.

PLEASE NOTE: This example follows the directions to **Buy a Test**. Since I am not a Registered User, I cannot Login. I am assuming that the directions are the same, once you are past this section.
Read the “Let’s Get Started” directions, and click on

Let’s Get Started

Before You Apply

- You need to know the test(s) you have to take.
- You need to know when you want to take the test(s).
- Have your payment information ready (Visa, Mastercard, American Express or Check).
- Have the name and email address of where you want your transcripts sent.
- If you are re-taking a test, please view our retake policy.
- For information on obtaining college credit through ACE, please click here »

Get Started

Click the Yes button on “Are you testing for State Teacher Certification?”
Select “Michigan” and then “Calvin College” on the following screen, and

Select “Spanish” and
On the next screen select the type of test you will be taking: **ACTFL OPI** or **ACTFL OPIC**, and select the test you wish to take.
On “Select Test Level”, select the 3\textsuperscript{rd} option and

Select Calvin College (2\textsuperscript{nd} option) as Proctor Location, and

Select Proctor Location

\textbf{What is a Proctor?}

You will need someone to supervise/proctor your test. You may choose to go to a testing site approved by your institution or you may choose to use your own proctor. If you use your own, please check with your proctor for testing availability prior to completing your application. On some accounts, you can now use web-based proctoring to take tests from your own home, using a PC with a webcam and microphone.

- Web-Based Proctoring [more information]
- Calvin College [view contact and pricing information]

Continue
Select the Time Zone, then select dates and times according to the options sent to you by the Spanish Department, and according to your first and second choices.

Click on Continue

Select Date & Time

You DO NOT have to select any of the following, UNLESS you want to pay more for what LTI offers you, and

Select Upgrades
Review your Order and Continue

Review Your Order

Test Type: OPic Test (Spanish)  Proctor Type: Calvin College
Proposed Dates & Times: 9/21/2018 9:00 AM - 4:00 PM
9/24/2018 11:00 AM - 4:00 PM (Eastern Standard Time)
Upgrades: Subtotal: $70.00

Total: $70.00

Fill out your Payment and Account Information, and Submit

Payment & Account Information

Login Information
Already a Registered User? Sign In

Email Address
Password
Confirm Password

Security Question
-- Please Select One --

Security Answer
Enter Security Answer
Candidate Information

Prefix: [None]  First Name:  State: [Select One]

MI: [Optional]  Last Name:  Zip Code:

Address 1:  Daytime Phone Type:  ○ Landline  ○ Cellphone

Address 2:  Daytime Phone:  Extension:  Optional

City:  Evening Phone:

Country: [USA]

Terms and Conditions

Welcome to the Language Testing International ("LTI") website, owned and operated by LTI for use with its various testing services and products ("the LTI Testing Program"). The LTI Testing Program terms and conditions form the agreement (the "Agreement") between you ("You") and LTI, consistent with the Test Taker Form to which you agreed online when you registered for a testing session, or that you signed when you registered or took a test in person. This Agreement includes any use you make of the LTI website. PLEASE READ THESE TERMS CAREFULLY AS YOUR USE OF THE LTI TESTING PROGRAM AND ITS ASSOCIATED WEBSITE CONSTITUTES ACCEPTANCE OF THESE TERMS AND CONDITIONS, AS THEY MAY BE AMENDED FROM TIME TO TIME.

All LTI testing products and services are covered by these Terms and Conditions ("Rules"). Similarly, the terms of the LTI Privacy Policy are part of these Rules.

☐ I Agree  ☐ I Disagree

Higher Education Act of 1965, as amended in 2008 by the Higher Education Opportunity Act HEA Title II: Quality of Teacher Preparation

Date of Birth:  Social Security Number:

(Passport ID for non-US residents)

By providing date of birth and social security number/passport ID, you acknowledge its use for Title II purposes.

To opt-out from providing date of birth and social security number/passport ID for Title II purposes, click here.

Payment Information

Payment Method:  ○ Credit Card  ○ Check

First Name:  Last Name:

First Name:  Last Name:

Card Issuer:  Visa  Card Number:

Card Expiration (mm/yyyy):  CVV [What's this?]:

Submit
IF YOU ARE TAKING THE OPI: LTI will send to you and to the Spanish Department a confirmation and code for your test, and a day and time (chosen by LTI out of the options provided.)

IF YOU ARE TAKING THE OPIc: LTI will send the Spanish Department a confirmation and a code for your test, and WE WILL CHOOSE AND SEND YOU a day and time for your test, (chosen by the Spanish Department out of the options provided.)

If you do not know what the Higher Education Act of 1965 means, you might want to check it out.