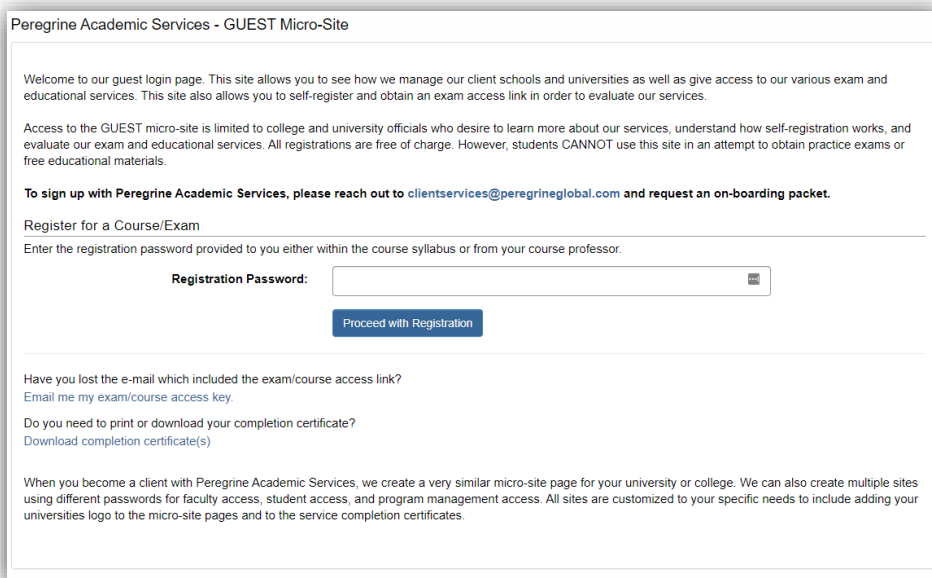


By completing an exam to the best of your ability, you are not only more informed about your own learning, but you also provide your school with data they need to impact the quality of education. Peregrine Global Services provides a variety of reports and tables to your school that enable them to discover strengths and opportunities for improvement within your program. You are taking part in a process that will add value to your educational experience, your degree, and help future learners who follow your path.

### Link and Password Registration Process:

Use the Registration Link that should have been provided to you by your course professor or course syllabus. Please note that the instructions in this document apply only to registration with an external microsite link and password. You may also watch a short video: [Microsite Registration Training Video](#)



Peregrine Academic Services - GUEST Micro-Site

Welcome to our guest login page. This site allows you to see how we manage our client schools and universities as well as give access to our various exam and educational services. This site also allows you to self-register and obtain an exam access link in order to evaluate our services.

Access to the GUEST micro-site is limited to college and university officials who desire to learn more about our services, understand how self-registration works, and evaluate our exam and educational services. All registrations are free of charge. However, students CANNOT use this site in an attempt to obtain practice exams or free educational materials.

To sign up with Peregrine Academic Services, please reach out to [clientservices@peregrineglobal.com](mailto:clientservices@peregrineglobal.com) and request an on-boarding packet.

Register for a Course/Exam

Enter the registration password provided to you either within the course syllabus or from your course professor.

Registration Password:

[Proceed with Registration](#)

Have you lost the e-mail which included the exam/course access link?  
[Email me my exam/course access key.](#)

Do you need to print or download your completion certificate?  
[Download completion certificate\(s\)](#)

When you become a client with Peregrine Academic Services, we create a very similar micro-site page for your university or college. We can also create multiple sites using different passwords for faculty access, student access, and program management access. All sites are customized to your specific needs to include adding your universities logo to the micro-site pages and to the service completion certificates.

Enter your registration password and click ***“Proceed with Registration”***.

Select your required exam and click ***“Review your selection(s) and proceed with Registration”***.

## Student Exam Guide: Registration with a Link and Password

Peregrine Academic Services - GUEST Micro-Site / Course List

Peregrine Academic Services provides nationally normed, summative assessment services for Business Administration academic programs that are used for internal and external programmatic evaluation. The customizable service is easily managed and can be effectively integrated into any undergraduate or graduate program to comprehensively evaluate retained student knowledge associated with the academic degree program's learning outcomes.

The assessment service is specifically designed to address most AACSB, ACBSP, and IACBE accreditation requirements related to learning outcomes assessment, quality assurance, and external academic benchmarking.

For more information about our Business Administration Assessment, please visit our [Website](#).

All of the online services can be integrated into a Learning Management System (LMS) to provide seamless delivery to students. Such integration includes the microsite URL link and password within an assignment area. We can also link our platform with your LMS using LTI integration to automate student registration, service delivery, and the posting of results.

Assessment Services

Business Administration Comprehensive Exams

- ☐ Business Administration Comprehensive Exam - Undergraduate Level (Associate and Bachelor's)
- ☐ Business Administration Comprehensive Exam - Master's Level
- ☐ Business Administration Comprehensive Exam - Doctoral Level

Your Institution Logo Here

Review your selection, remove any unnecessary items, and click ***"Continue with Registration"***.

Peregrine Academic Services - GUEST Micro-Site / Selection Review and Testing Process Instructions

**Business Administration Comprehensive Exam - Undergraduate Level (Associate and Bachelor's) was successfully added**

Please review your Course/Assessment selection as listed below. If correct, click on the "Continue with Registration" button.

If you have any problems with the registration process, please visit our [technical support page](#). Note that only your course professor can authorize a re-set of an exam access key.

Your Institution Logo Here

| Course/Exam            |   |
|------------------------|---|
| <a href="#">Remove</a> | Business Administration Comprehensive Exam - Undergraduate Level (Associate and Bachelor's) |

[View Course/Exam List](#) [Continue with Registration](#)

Enter your name, email, and student ID, then click ***"Review Registration"***.

## Student Exam Guide: Registration with a Link and Password

Peregrine Academic Services - GUEST Micro-Site / Student Registration Information

In order to complete the registration process, you must provide a valid e-mail address. **You are strongly encouraged to use your university/college issued email address, which will ensure it is unique to you and not one shared with other students.** The e-mail address is used to send you your registration confirmation along with your course/exam link, access key, and completion certificates (if applicable). Please note that we only allow one registration for each exam based on the e-mail address.

All fields are required. When you have entered the required information, please click "Review Registration".

[Your Institution Logo Here](#)

**Registration Information**

University:\* Peregrine Academic Services - GUEST Micro-Site

First Name:\*  required

Last Name:\*  required

Email:\*  required

Confirm Email:\*  required

☐ I agree to the privacy policy and terms of conditions.  
You can find our Privacy Policy and our Terms & Conditions on the Peregrine Global Services website.

[Edit Your Registration Selection\(s\)](#) | [View Course/Exam List](#) [Review Registration](#)

Review and complete your registration by clicking ***"Complete Registration"***. An access link will be emailed to the provided email address.

Peregrine Academic Services - GUEST Micro-Site / Review and Confirm Registration Information

Please review your registration information. If the information is not correct, use the buttons at the bottom of the screen to edit the registration information. If the information is correct, then click "Complete the Registration".

[Your Institution Logo Here](#)

**Registration Information** [Edit Information](#)

University Peregrine Academic Services - GUEST Micro-Site  
Name Amber Ratcliff  
Email ratcliff@peregrineglobal.com

**Course/Exam**

Business Administration Comprehensive Exam - Undergraduate Level (Associate and Bachelor's)

[Edit Registration Information](#) [Complete Registration](#)

### What are the time constraints of the exam?

To ensure students are using retained knowledge during the exam, there are time and access restraints. The below access and time restrictions are standard for all Peregrine exams. However, ADA accommodations can be made on a case-by-case basis by request from your school ADA Compliance officer.

All questions are timed at three minutes. If you do not answer the question in the allotted time, the exam will advance to the next question without recording your answer. You **cannot go back** and review previously answered/unanswered questions.

During the exam, you are allowed **two 15-minute breaks**. These breaks can be taken at any time during the exam. You are only allowed **three total access** attempts before the exam is locked. You use your first access attempt when you begin the exam, and then may exit the exam and return twice.

To take a break you must select ***“Record answer and take a break”***.

To exit the exam, you must select ***“Record Answer & Exit Exam”***. Please note that you must regain access and complete the exam within the original 48 hours of activation, or the exam will be locked.

To return to your exam after exiting, click the access link that was sent to your email.

If you navigate away from the exam screen, please promptly return to the exam, and click the link to continue to your exam. Note that the amount of time spent away from the exam screen is reported to your institution with your results.

We see you have navigated away from your exam.

Please remember each question is timed and must be answered within the designated time limit by selecting “Record Answer”.

It should be noted, we monitor and report any suspicious or unusual browser activity to your academic institution, this includes extended time away from your exam window. You may not use external resources to assist with the examination.

2:45 Time

[Click here to continue your exam](#)

*Please note that the exam is intended to be completed without the use of ANY external resources. Calculators will not be necessary to complete the exam.*

You may only complete the exam **ONE TIME!**

### **Where can I find my access link?**

After completing the registration process, you should receive an email containing the access link to your exam. Should you not start your exam directly after the registration process or need to come back to an exam that is in progress, please use the access link that was sent to your email. If you did not receive, or cannot locate your exam access link, please click [Get Your Access Link](#) under the Students & Learners tab on our website.

### **How long is the exam?**

Exams are customized to meet the expected learning outcomes of your program and will vary in length between schools and academic levels. You should plan to spend 60 – 90 minutes to complete a 100-question exam.

### **Will I receive a completion certificate?**

At the completion of the exam, you will receive a **“Download your Completion Certificate”** link and a **“Download your Learner Assessment Report”** link to save as a PDF and/or print. You will also receive an email with a link to download your certificate and report. If you do not receive the email, please click [Request Completion Certificate](#) under the Students & Learners tab under the Students & Learners tab on our website.

The **Completion Certificate** contains:

- Total percentage score
- Scores for each topic
- Total percentage score ranking in comparison with all other students in the United States or other comparison pool selected by your school

Please be aware your school may choose to not include any scores on student completion certificates. If scores are not shown, the Learner Assessment Report will not be available.

The **Learner Assessment Report** explains the “why” of the exam, displays data on your results and percentile rank at the topic and subject levels, highlights your strengths and any knowledge gaps, shows your growth in learning when multiple exams have been taken, and can be a great addition to a professional portfolio. For more information on the report, you may view a short video: [“How can taking an exam help you?”](#)

#### **Where can I find Technical Support and Frequently Asked Questions?**

For additional Technical Support, Frequently Asked Questions, and other Step-by-Step Registration Guides, please visit our Resources for Students & Learners at <https://peregrineglobal.com/students/>.