

ACCOUNTING GATEWAY EXAM

WHAT IS IT?

The Gateway Exam is an exam that covers important topics from the first principles of accounting course (ACCT 2103). Students will have two hours to answer 50 multiple choice questions. Students may take the exam up to **THREE** times *per testing window*:

Testing Window I: January 1st – June 30th

Testing Window II: July 1st – December 31st (note the testing centers may be closed during the holiday)

BLACKOUT PERIOD

There will be a blackout period where the exam is not available in any testing center beginning the first day of class through the first three weeks of class. In order to enroll in an upper division accounting class for the semester, you will need to pass the exam prior to the Friday before the first day of class. There are no exceptions to this rule as the exam will be turned off and will not be operational during the three week period beginning the first day of class.

WHO HAS TO TAKE IT?

Everyone must take and pass the Gateway Exam **ONCE** (no matter where or when he/she took principles of accounting) **BEFORE** enrolling in ACCT 3013, 3103, 3203 and 3603.

WHERE IS IT OFFERED?

The Gateway Exam must be taken in a proctored testing center with access to D2L Lockdown Browser. You may take the exam in the testing center of your choice by sending the testing center information, including phone number and email address to gatewayexam@okstate.edu. You are responsible for any fees associated with taking the exam.

The Gateway Exam may be taken at the OSU-Stillwater or OSU-Tulsa testing center for a fee and subject to the testing centers' hours of operation and capacity limits. Note that most testing centers are NOT open on weekends or holidays and you must call ahead for an appointment.

You may view the hours of operation for the OSU-Stillwater testing center at <http://uat.okstate.edu/testing/> or contact the testing center at (405) 744-5958. You must CALL and make an appointment to take the exam at the testing center.

Information regarding the testing center at OSU-Tulsa is available at <http://www.osu-tulsa.okstate.edu/lsc/testing.asp> and you must CALL the OSU-Tulsa testing center at (918) 594-8232 to make an appointment to take the exam.

You will need TWO (2) forms of ID including ONE (1) picture ID to take the exam. Be sure to bring a valid photo ID (driver's license, passport, etc.) and your OKEY username and password to any Accounting Gateway Exam location. **Results will be posted on the Online Classroom Gateway Exam page under "grades" immediately after taking the exam. Grades will be posted to SIS by the Registrar's office as soon as they are able to post them. Often times, this takes 2-3 days after your grades are posted to D2L.**

WHEN IS IT?

Students may take the Gateway Exam in the testing centers at any time during regular operating hours of the testing centers, but must call ahead for an appointment. You will not be able to add your course until after passing the exam.

NOTE: Exam scores will be posted to SIS within 1-2 days of passing an exam. Once classes have begun, grades will **NOT** be posted to SIS until **AFTER** the add/drop date. You must pass the exam **PRIOR** to the first day of class in order to enroll for the academic session.

ACADEMIC INTEGRITY VIOLATIONS

Violations of the OSU Academic Integrity Policy (<http://academicintegrity.okstate.edu/>) while taking the Gateway Exam will (1) result in an F on the Accounting Gateway Exam and (2) suspension from taking the Accounting Gateway Exam for at least 18 months for the first offense.

FREQUENTLY ASKED QUESTIONS

1) What do I do if I have a disability?

If you have a **documented** disability (through the OSU Office of Student Disability Services), you can choose to take the Gateway Exam at a testing center on campus (either Tulsa or Stillwater). Have SDS email your information to gatewayexam@okstate.edu.

2) Are there any EXEMPTIONS?

NO. Every student must obtain a passing score on the Gateway Exam prior to enrolling in ACCT 3000-level classes. This requirement applies to all students regardless of their student transfer status and any accounting courses they completed previously. Once a student obtains a passing score on the exam, the student DOES NOT have to sit for or complete the exam again.

3) Do I have to be enrolled in an ACCT 3000-level class in order to take the Gateway exam?

NO, in fact you can NOT enroll in ACCT 3013, 3103, 3203 and/or 3603 unless you PASS the gateway exam.

4) How should I study?

First, self register on online classroom (D2L) so you will have power points under "content" and practice exams under "quizzes" which will be helpful in studying for the exam. A link is also available on D2L to a video feed from a previous Gateway Exam Workshop where instructors have worked through practice exam problems. You can also use your old text books, if you still have them. If you did not keep your textbooks there is a free online text available at <http://www.principlesofaccounting.com/>. If you took the Gateway Exam and failed multiple times, and still have problems, you may consider retaking ACCT 2103 at OSU or requesting a FREE tutor for 2203 from LASSO at <https://lasso.okstate.edu/tutoring> or going to tutoring at ACE <http://spears.okstate.edu/accounting/ace/> throughout the semester.

5) I self-registered on online classroom but it said "rejected," what do I do now?

Email gatewayexam@okstate.edu and request access again to online classroom, it just means that you took the exam in a previous semester, or had access in a previous semester and lost access when we cleared the system. It is a quick fix.

6) What should I bring to the test?

For the test bring: two (2) valid forms of ID (one photo ID), something to write with, and your OKEY username and password (this is the most important part so please do not forget this information!).

7) What is a "passing" score?

You may enroll in your 3000 level accounting class if you earned a passing score but must retake the exam if you failed. Currently, a "passing grade" is 70%. There will be no exceptions based on score alone and The Gateway Committee *reserves the right* to increase or decrease these standards at any time as they see fit.

8) How long does it take for grades to be posted?

Your grade should be posted immediately after you submit your exam on D2L and your grade should be posted on SIS within 1-2 days to allow access to your course.

Once classes have begun, grades will NOT be posted to SIS until after the add/drop dates. You must pass the exam PRIOR to the first day of class in order to enroll for the semester. If you have not received your score promptly you may politely email gatewayexam@okstate.edu to ensure that we received your exam.

9) What is the purpose of the exam?

There are multiple purposes for the Gateway Exam and it is not just to test the knowledge of students. The gateway exam program (a program used by many of the top accounting programs in the nation) is used to test how well our professors have done in preparing students for upper division accounting classes. Also, it will help us identify if students from other schools are getting the same principles as the students that attend class at OSU, and vice versa. Finally, the exam prep will act as a refresher for students so that professors will not have to spend the first few weeks reviewing the first two principles classes (like they have historically), thus giving students the opportunity to learn more of the new material...which, let's face it, is what you paid for.