Test Preparation

Fall 2010
CONTINUING EDUCATION AND PROFESSIONAL STUDIES
www.fau.edu/testprep

MCAT - GRE - GMAT - LSAT - CLAT - SAT

Expert Instructors
Low Prices
Quality Instruction
Here's what some students think about FAU's Test Preparation courses:

“I never imagined I could get a perfect score on the verbal and 738 on the math. Choosing FAU's test preparation is the best decision I have ever made.” (SAT)

“The instructor was excellent—the best math teacher I’ve ever had! He was able to thoroughly convey every concept in a way that I could understand. He was interesting and funny, and his passion for the work made me feel like I was having fun while doing it.” (SAT Math)

“The course is very helpful, and the teacher is so nice. Thanks to FAU for offering these courses.” (SAT Math)

“The teacher made difficult work easy and fun. I feel as though I am prepared to do an excellent job on the GRE.” (GRE)

“The teacher is excellent! Not only did I get an excellent review in math and verbal skills, but I picked up a few new tricks. I feel well prepared, and my test-taking anxiety has gone down.” (GRE)

“Our instructor was extremely knowledgeable, and she was an excellent teacher. She was able to help us with strategies and crucial test-taking skills. Awesome instructor!” (GRE)

“I have taken other LSAT prep classes (two to be exact), and this instructor is by far the best, most knowledgeable and informative instructor I have ever experienced or heard of. His techniques, suggestions and strategies are far more useful than what is given in the books.” (LSAT)

“This course was excellent due to the instructor. He made the material interesting and had many helpful tips for taking the LSAT. My thanks to him for a great job.” (LSAT)

“The instructor was wonderful! I learned a lot from the course, and I truly enjoyed it.” (GMAT)

“The instructor was very good. He took an interest and helped us with all of the problems.” (GMAT)

“Our instructor was very knowledgeable about the subject. He was very friendly and taught the course in a fun manner that made it enjoyable and easy to understand. I give him an A++! I would enjoy having him again.” (GRE Math Fundamentals)
Each year hundreds of thousands of students across the nation take tests for undergraduate and graduate school admission. Research indicates that the right preparation for these tests positively affects test scores. We feel confident, based on our years of experience, that Florida Atlantic University Test Prep courses can help you achieve your goals. In fact, our test preparation courses may be one of the best investments you make in your education.

Our instructors are experts, and they are dedicated to improving your performance. They will help you identify your trouble spots, increase your reading speed and master trick questions, while reducing your stress. Our philosophy is that if you know what to expect and how to approach the exam, your anxiety will be reduced and you will be able to keep your concentration at a high level throughout the exam.

PREPARING TO TAKE A PREP COURSE
If you are planning to enroll in a prep course, you should have a basic foundation of at least high school algebra and geometry. If you haven’t taken any mathematics courses, you should plan to do so before enrolling in a prep course. Our GRE Math Fundamentals course is a great way to update your skills before taking the GRE or GMAT course.

SMART TEST PREP GUARANTEE
You can repeat a test preparation course to further elevate your test scores for an administrative fee of $50 within one year of the last course attended.

LEARNING LAB
Our computer lab contains computer-adaptive software that is available for you throughout the preparation course and until you take the exam. When you register for a prep course, you will have access to our computer lab for as long as you need it. Presently, the latest software is available for GMAT, GRE, MCAT, LSAT and SAT.

TEXTBOOKS
If your course requires you to purchase a text, you can do so at the FAU Boca Raton bookstore. Textbooks should be purchased prior to the first class. Bring your book to every class! For bookstore hours, call 561-297-3720. Textbooks can also be ordered and purchased from Barnes & Noble on Glades Road in Boca Raton. Barnes & Noble can be contacted by calling 561-750-2134.

FAU TESTING CENTER
Boca Raton Campus
The testing center administers most of the tests in this book. Call 561-297-3160 or visit www.fau.edu/testing for more information on the test dates and procedures.

CANCELLATIONS
Please notify us by phone or fax at least 48 hours before the course begins if you must cancel a course. You will receive a full refund minus a $15 processing fee for each course. If less than 48 hours notice is given, you will be charged a $40 processing fee for each course. No cancellations will be accepted AFTER a course begins. If a course is cancelled by us for any reason, you will receive a full refund.
GMAT

FAU Test Prep’s 30-hours GMAT Classroom Course - $599
The Graduate Management Admission Test® (GMAT®) is a standardized exam—delivered in English—that helps business schools assess the qualifications of applicants for advanced study in business and management. Schools use the test as one predictor of academic performance in an MBA or other graduate management program.

The GMAT consists of four separately timed sections. The two first sections are the Analytical Writing Assessment (AWA). The AWA section consists of two separate writing tasks—Analysis of an Issue and Analysis of an Argument. The remaining two sections (Quantitative and Verbal) consist of multiple-choice questions delivered in a computer-adaptive format. The quantitative section contains 37 multiple-choice questions of two question types—data sufficiency and problem solving. The verbal section contains 41 multiple-choice questions of three question types—reading comprehension, critical reasoning and sentence correction.

FAU Test Prep has designed a special course to prepare you for the computer adaptive version of the GMAT. The course has been designed to teach test-taking strategies, to provide a review of fundamental verbal and math skills, to provide practice in taking actual GMAT exams and to offer guidance and help with independent study.

If you want a structured, non-threatening learning environment with experienced instructors, FAU Test Prep is for you!

FAU GMAT will help you with all aspects of the test:

• Review of fundamental verbal and math skills
• Quantitative Section: Data Sufficiency and Problem Solving
• Verbal Section: Reading Comprehension, Critical Reasoning, and Sentence Correction
• AWA – Analysis of an Issue and Analysis of an Argument
• Informative lectures with smart testing strategies

FAU Test Prep is using the official text and software created by Educational Testing Services (ETS), the company that administers the exam

Visit www.mba.com to obtain additional information regarding the GMAT test.


Included in FAU Test Prep’s 30-hour GMAT prep class:

• The workbook – Smart Test Prep – GMAT*
• Unlimited use of our Boca Raton computer lab with multiple GMAT software
• You can repeat any GMAT test preparation course to further elevate your test scores for an administrative fee of $50 within one year of the last course attended.
• Classes conveniently located on FAU campuses

GRE

FAU Test Prep’s 24-hours GRE Classroom Course - $499
The Graduate Record Examination (GRE) general exam is required for entrance into most American graduate schools (except business schools, which require the GMAT, medical schools, which require the MCAT and law schools, which require the LSAT). The test is composed of analytical writing, verbal and quantitative sections.

FAU Test Prep has designed a special GRE classroom course to prepare you for the computer adaptive version of the GRE. The course has been designed to teach test-taking strategies, to provide a review of fundamental verbal and math skills, to provide practice in taking actual GRE exams and to offer guidance and help with independent study.

If you want a structured, non-threatening learning environment with experienced instructors, FAU Test Prep is for you!

FAU TESTING CENTER
Boca Raton Campus

The testing center administers most of the tests in this book. Call 561-297-3160 or visit www.fau.edu/testing for more information on the test dates and procedures.
FAU GRE will help you with all aspects of the test:
- Review of fundamental verbal and math skills
- Analytical writing
- Verbal: analogies, antonyms, reading comprehension, sentence completion
- Quantitative: arithmetic, algebra and geometry, data analysis and quantitative reasoning
- Informative lectures with smart test-taking strategies

FAU Test Prep is using text and software created by Educational Testing Services (ETS)

Required text: *Practicing to Take the GRE* (10th edition by ETS)
ISBN# 0-88685-212-9 (available at the FAU bookstore or any local bookstore)

Included in the course fees are:
- The workbook—*“Smart Test Prep – GRE”*
- Unlimited use of our Boca Raton computer lab with multiple GRE software programs
- You can repeat any GRE test preparation course to further elevate your test scores for an administrative fee of $50 within one year of the last course attended.
- Classes conveniently located on FAU campuses

**OPTION 1**
Mon. & Tues., Aug. 30 – Sept. 27
7-10 p.m.
Boca Raton Campus
#G083010B

**OPTION 2**
Saturdays, Sept. 11 – Nov. 13
9 a.m. - NOON
Davie Campus
#G091110D

**OPTION 3**
Saturdays, Sept. 11 – Nov. 13
9 a.m. - NOON
Jupiter Campus
#G091110J

**OPTION 4**
Saturdays, Oct. 2 – Nov. 6
9 a.m. – 1 p.m.
Boca Raton Campus
#G100210B

**OPTION 5**
Tues. & Thurs., Oct. 5 – Oct. 28
7:00 -10:00 PM
Boca Raton Campus
#G100510B

**OPTION 6**
Mon. & Wed., Oct. 18 – Nov. 10
7:00 -10:00 PM
Davie Campus
#G101810D

**OPTION 7**
Tues. & Thurs., Nov. 2 – Nov. 30
7:00-10:00 PM
Boca Raton Campus
#G110210B

**OPTION 8**
Mon. & Wed., Nov. 15 – Dec. 13
7:00 -10:00 PM
Boca Raton Campus
#G111510B

**TEST DATES:** The GRE is given year-round at computer-based test centers worldwide. Call 1-800-GRE-CALL (1-800-473-2255) or visit www.ets.org for additional information.

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**GRE MATH FUNDAMENTALS**

FAU Test Prep’s 24-hours Classroom Course - $499

The math portion of the GRE requires a working knowledge of the math you learned in high school. This includes algebra, geometry, number theory, exponents, percentages, graphs, fractions and decimals, ratio and proportion, probability, statistics and much more.

This course provides a comprehensive review of the basic concepts of math that will be tested on the GRE. First the math principles are taught and practiced in class; then math problems from actual GRE tests are solved. If you know that you have forgotten these foundational math concepts, then this course is a must.

Required text: *Practicing to Take the GRE* (10th edition by ETS)
ISBN# 0-88685-212-9 (available at the FAU bookstore). This is the same textbook required for the regular GRE prep course.

After completing the GRE MATH Fundamentals, you may register for a regular GRE course, which includes the verbal and math sections, for a fee of $149.
**MCAT PREP**

The course includes 90 hours of instruction with 5 full length computerized practice exams. This course will include an intense review of biology, general chemistry, organic chemistry, physics and verbal reasoning by FAU science faculty.

**BENEFITS:**
- Test preparation at half the cost of other test preparation courses
- Teaching by FAU science faculty
- Emphasis on critical thinking and problem solving
- 90 hours of in class instruction
- 5 full length practice exams
- Convenient (on the Boca Raton campus)
- Familiar environment
- Evening classes
- Offered Spring and Summer Semesters

**FEE:** The registration fee is $1000.00. The registration fee covers all course materials including books and practice exams (except i-clicker).

**REGISTRATION INSTRUCTIONS:**
Call 1-800-228-5845 to register. You can pay over the phone with a credit card or in person with a credit card, check or cash (the exact amount). Test Prep at FAU accepts all major credit / debit cards.

For additional program information, please call the Pre-Health Professions Office at 561-297-3307.

**CANCELLATIONS:**
If you must cancel, please notify us by phone or fax at least 14 days before the course begins. You will receive a full refund minus a $15 processing fee for each course. No cancellations will be accepted AFTER a course begins. If a course is cancelled by us for any reason, you will receive a full refund.

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**FAU TESTING CENTER**

Boca Raton Campus
The testing center administers most of the tests in this book. Call 561-291-3160 or visit www.fau.edu/testing for more information on the test dates and procedures.

FAU LSAT will help you with all aspects of the test:
- LSAT essay writing
- Practice exams
- Analytical reasoning
- Logical reasoning
- Reading comprehension
- Timing and strategy
- Completing your law school application

Recommended text: *The Next 10 Actual, LSAT PreTests™* (available at the FAU bookstore or any local bookstore).


**INCLUDED IN THE COURSE FEES ARE:**
- Unlimited use of our Boca Raton computer lab with LSAT software
- The workbook—“Smart Test Prep – LSAT”
- Classes conveniently on campus
- All classes taught by attorneys with over 10 years of experience teaching the LSAT

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**LSAT**

**FAU Test Prep’s 21-hours**

**LSAT Classroom Course - $599**

The LSAT is a half-day standardized test required for admission to all LSAC-member schools. It provides a standard measurement of acquired reading and verbal reasoning skills that law schools can use as one of several factors in assessing applicants.

The test consists of five 35-minute sections of multiple-choice questions. Four of the five sections contribute to the test taker’s score. These sections include one reading comprehension section, one analytical reasoning section and two logical reasoning sections. The unscored section typically is used to pretest new test items and to pre-equate new test forms. A 30-minute writing sample is administered at the end of the test. The writing sample is not scored by LSAC, but copies are sent to all law schools to which you apply.

The FAU LSAT Preparation course is designed to help you prepare for the exam by familiarizing you with each subject area, giving important insights into the types of questions and offering timed testing practice.

Visit www.lsat.org to obtain additional information regarding the LSAT test.

**TEST DATES:**

The test is administered four times a year at hundreds of locations around the world:
- October 9, 2010
- December 11, 2010
- Visit www.LSAC.org to get more information and to register for the exam.

**OPTION 1**

Tuesdays: 7-10 p.m.
& Saturdays: 9 a.m.– NOON,
Sept. 7 – Sept. 28
Davie Campus
#L090710D

**OPTION 2**

Tuesdays: 7-10 p.m.
& Saturdays: 9 a.m.– NOON,
Sept. 7 – Sept. 28
Boca Raton Campus
#L090710B

**OPTION 3**

Tues. & Thurs., Sept. 7 – Sept. 30
7-10 p.m.
Jupiter Campus
#L090710J

**OPTION 4**

Saturdays, Oct. 9 – Nov. 20
9 a.m. – NOON
Davie Campus
#L100910D

**OPTION 5**

Tues. & Thurs., Oct. 28 – Nov. 18
7-10 p.m.
Jupiter Campus
#L102810J

**OPTION 6**

Tuesdays: 7-10 p.m.
& Saturdays: 9 a.m. – NOON,
Oct. 30 – Nov. 20
Boca Raton Campus
#L103010B

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**OPTION 4**

Saturdays, Oct. 9 – Nov. 20
9 a.m. – NOON
Davie Campus
#L100910D

**OPTION 5**

Tues. & Thurs., Oct. 28 – Nov. 18
7-10 p.m.
Jupiter Campus
#L102810J

**OPTION 6**

Tuesdays: 7-10 p.m.
& Saturdays: 9 a.m. – NOON,
Oct. 30 – Nov. 20
Boca Raton Campus
#L103010B
**SAT Preparation—The New SAT**

Prepare for the new SAT exam.

The new SAT® I Scholastic Aptitude Test—Reasoning Test is just one of many factors that colleges use for admissions. The SAT® I Reasoning Test is a three-hour and 45-minute test that measures three sets of skills: writing, critical reading, and math.

FAU Test Prep has developed two structured test preparation classes that will help you with all three aspects of the tests encompassed within the SAT Math and SAT Verbal sections.

Visit www.collegeboard.com to obtain additional information regarding the SAT test.

**SAT TEST DATES**
- October 9, 2010
- November 6, 2010
- December 4, 2010

If you register for both the math and the verbal portions, you will receive a $50 discount.

**FAU TESTING CENTER**
Boca Raton Campus
The testing center administers most of the tests in this book.
Call 561-297-3160 or visit www.fau.edu/testing for more information on the test dates and procedures.

**SAT Math**

FAU Test Prep’s 15-hours Classroom Course - $299

If you register for both the math and the verbal sections, you will receive a $50 discount.

The SAT Math course will cover all sections of the math portion of the test:
- Number and operations
- Algebra and functions
- Geometry
- Statistics
- Probability
- Data analysis


**OPTION 1**
Tuesdays, Aug. 31 – Sept. 28
5–8 p.m.
Boca Raton Campus
#SM083110

**OPTION 2**
Tuesdays, Oct. 5 – Nov. 2
5–8 p.m.
Boca Raton Campus
#SM100510

**OPTION 3**
Mondays, Nov. 1 – Nov. 29
5–8 p.m.
Boca Raton Campus
#SM110110

**SAT Verbal**

FAU Test Prep’s 15-hours Classroom Course - $299

If you register for both the math & verbal sections, you will receive a $50 discount.

The SAT Verbal course will cover all aspects of the new verbal portion of the test:

**The Writing Section:**
- Identifying sentence errors
- Improving sentences
- Improving paragraphs
- Essay

**The Critical Reading Section:**
- Reading comprehension
- Sentence completion
- Paragraph-length critical reading


**FAU TESTING CENTER**
Boca Raton Campus
The testing center administers most of the tests in this book.
Call 561-297-3160 or visit www.fau.edu/testing for more information on the test dates and procedures.

**OPTION 1**
Thursdays, Aug. 26 – Sept. 30
5–8 p.m.
Boca Raton Campus
#SV082610

**OPTION 2**
Thursdays, Sept. 30 – Oct. 28
5–8 p.m.
Boca Raton Campus
#SV093010

**OPTION 3**
Wednesdays, Nov. 1 – Nov. 29
5–8 p.m.
Boca Raton Campus
#SV102010

Be Smart — Register Now!
1.800.228.5845 • 561.297.6278
www.fau.edu/testprep
CLA - Certified Legal Assistant

FAU Test Prep’s 21-hours
CLA Classroom Course - $249

This seven-week course is offered prior to NALA’s CLA examination testing dates.

The course tracks NALA’s CLA Review Manual: A Practical Guide to CLA Exam Preparation and provides a comprehensive overview of each general and substantive law area tested by the CLA Examination. The course also examines effective test-taking skills applicable to the CLA Examination. Focus is placed on weekly writing assignments that provide practice in memorandum drafting—a skill that figures prominently in the Judgment and Analytical Ability portion of the CLA Examination. The course culminates in administration of a mock examination for those wishing to experience realistic CLA Examination test-taking conditions.

TEST DATES
Visit www.nala.org/cert.htm to get more information and to register for the exam. The exam is given during the month of September/2010 and January/2011.


OPTION 1
Saturdays, Aug. 7 – Sept. 4
9 a.m. – 1:15 p.m.
Boca Raton Campus
#C080710

OPTION 2
Saturdays, Oct. 30 – Dec. 18
9 a.m. – NOON
Boca Raton Campus
#C103010

For more information contact us by phone at 1-561-297-2573 or e-mail kbeneby2@fau.edu.

Be Smart — Register Now!
1.800.228.5845 • 561.297.6278
www.fau.edu/testprep
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*Schedule may be altered due to unforeseen emergencies, cancellation of courses, etc.*
To register by phone, call 1.800.228.5845 and use your Visa, MasterCard, Discovery or American Express. Please have your credit card information ready.

To register by mail, complete the form below and mail it to Florida Atlantic University, 777 Glades Road, Legal Assistant Certificate Program, Continuing Education Hall, Room 200, Boca Raton, FL 33431.

To register by fax, dial 561.297.3987 and fax the enrollment form. Please be sure to fill out the form in its entirety.

Payment for courses*, can be made by Visa, MasterCard, Discovery Card, American Express, check, cash or company purchase order. Payment is due at the time of enrollment. Make checks payable to Florida Atlantic University. Cash payments (except amounts only) may be made in person.

CEUs: Florida Atlantic University awards CEUs (Continuing Education Units) to participants in our courses. One CEU is awarded for each 10 hours in class.

Flexible registration: FAU offers continuous enrollment opportunities by telephone, mail, fax, and in person, right up to the day your continuing education course begins, if space is available.

Discounts: Receive a 10% team discount on selected courses when three or more people from one company enroll in the same non-credit course. We ask that you enroll at the same time and use one method of payment.

Cancellations: If you must cancel, please notify us by phone or fax at least 48 hours before the course begins. You will receive a full refund minus a $15 processing fee for each course. If less than 48 hours notice is given you will be charged a $40 processing fee for each course. No cancellations will be accepted AFTER a course begins. If a course is cancelled by us for any reason, you will receive a full refund.

Enrollment office hours: 8 a.m.-5 p.m., Monday-Friday. Please call our office at 1.800.228.5845 a minimum of five working days in advance of an event if a reasonable accommodation of a disability is needed.

Parking: Parking fees are an additional charge per semester. Please purchase your parking decal from the Traffic and Parking Office prior to your first class call 561.297.2771.

Name: ___________________________________________ Address: _________________________________________________
City: _____________________________________________________________________ State:____________ Zip: ____________
SSN: ___________ Home Phone: (______)________ Business Phone: (______)________
Company Name: ____________________________ Company Address: __________________________
E-mail: ___________________________________________ Cell Phone: (______)________

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FOR OFFICE USE ONLY

Agent: ____________________________ Date: ____________________
Source: ____________________________
CC#: ____________________________ Auth. #: ____________________

*Fees collected from non-credit programs in this catalog are used to support the administration of the division and to pay for food items as appropriate. Please feel free to copy this form and pass it along to your friends!