Locating, registering for, and completing the Caltech Writing Placement Test

We anticipate that many of the steps contained in these instructions will be intuitive for most students, but these guidelines are meant to anticipate and respond to any questions you might have related to the technical aspects of accessing and submitting this test.

Questions? Email writing.placement@hss.caltech.edu
Here is what you should see at placement.caltech.edu:

The first time you visit this webpage, click here to create an account.
Fill in all required fields and click “Create my new account.” Check your inbox for a link to follow to complete your registration. If you do not see an email, check your spam folder. Make sure to register using an email address you check regularly.
Clicking the link in the registration email will likely log you in automatically (skip to next page to see where this will take you), but any time you need to log in to the site in the future, you can return to placement.caltech.edu to log in on the left side of the screen.
This is the screen you should see after logging in with your verified credentials for the first time. Click this link to access test materials.
You’re almost there. Just click select “Writing Placement Test Spring 20XX” and then, on the following screen, “enroll me.” You should only have to do this the first time you access the materials.
One note: if you end up on this page but are looking for the physics or math placement test (or the reverse), simply click “All courses” to navigate to the other tests.
All test materials are located on this page. Think of this as the “home page” for the writing placement test. See above for a guide to the page. (Dates change each year.)
Ready to submit your essay? When you click “submit final draft of essay” on the previous page, you should see a screen that looks like this. Click “add submission” to proceed.
Once you click “Save changes” your essay will be submitted. You can remove and resubmit your essay until the deadline.

Either use the “add” button to select a file to upload or drag and drop a file into this rectangle.

You must affirm you created your essay in accordance with the instructions before submission. The actual text of this affirmation may differ from the example here, so please review it carefully.

In submitting this essay, I affirm that I did not violate the Caltech honor code by seeking help from others in composing it. If I undertook outside research in violation of the instructions, I have clearly cited all sources and identified for my reader which ideas or language came from those sources. If I am not sure if I meet the above qualifications, I will immediately submit a query by email to the test administrators to see if my essay is a valid response to the test.
This screen verifies you have submitted your essay. You should also get an email verification, but these emails are sometimes caught in spam folders.

If you see the green “submitted for grading” box, your essay has been successfully submitted. You can remove and resubmit your essay until the deadline using this button.

Navigate back to main page to complete the survey by clicking “Spring 20XX” from the breadcrumbs bar.
Don’t forget to complete the survey after submitting your essay!
The post-test survey contains 8 questions and should take fewer than 5 minutes to complete. Once you submit it, your work is complete. Thanks for all your hard work, and we will see you next fall!