University Writing Skills Requirement
Writing Skills Test (WST) Information Essentials

The following is a shortened version of the information you are responsible for reviewing prior to registering and taking your Writing Skills Test. Note: Effective Fall 2004, you can choose to satisfy the requirement by passing English 3000 or English 3001 (and possibly a second course as well) rather than attempting the Writing Skills Test. For complete information about UWSR, visit the Testing Office website at http://www.csueastbay.edu/testing.

The purpose of the University Writing Skills Requirement
In addition to the lower-division General Education requirements in writing, in Fall 1977, the California State University system began to require all students to demonstrate writing competency at an advanced level in order to receive a baccalaureate or master’s degree. You must satisfy the University Writing Skills Requirement (UWSR) in order to receive a degree from CSUEB unless you previously satisfied this Graduation Writing Assessment Requirement (GWAR) for a CSU East Bay (or Hayward) degree at another CSU campus or qualify for an exemption based on test scores. For a list of exemptions, see the Testing Office website at http://www.csueastbay.edu/testing.

Who must satisfy the UWSR and may do so by taking the WST?
- As soon as you have completed 90 quarter units (excludes remedial units), you will be required to begin steps to satisfy the University Writing Skills Requirement. Do NOT try to satisfy this requirement before completing 90 units or the UWSR will not be met. Complete ENGL 1001 and 1002, which are requirements, before attempting to satisfy the UWSR.
- Graduates must either take the WST or enroll in a first-tier course by the end of their first quarter.
- You may be exempt from the UWSR if you have an acceptable score on the written portion of the CBEST, GRE, or GMAT or if you met the UWSR or GWAR at another CSU. To see if you qualify go to http://www20.csueastbay.edu/academic/colleges-and-departments/apgs/testing/uwsr/index.html

Date, time and place of the WST
- The WST is given several times at the Hayward Campus, Concord Campus and Oakland Center. Dates for the written version of the WST and the Limited Administration (Computer Version) are available throughout the quarter. WST exam dates can be found at http://www20.csueastbay.edu/academic/colleges-and-departments/apgs/testing/tests/wst/information/dates.html
- An admission ticket with date, time and location will be emailed to your Horizon account at least one week prior to the test date. If you have not received your admission ticket by the Wednesday before your exam date, contact Testing Office at testing.office@csueastbay.edu.
- There is no admission ticket for the Limited Administration (Computer Version). You can print your online registration confirmation for your records.

Registration information
- You can register for the WST on MYCSUEB at: https://cmsweb.csueastbay.edu/psp/HEBPRD/EMPLOYEE/HRMS/h/?tab=GUEST
- Student Charges for Regular Administration (Paper Version) is $25.00 and Limited Administration (Computer Version) is $50.00.
Alternative accommodations for the WST

- Contact the Accessibility Services at 510-885-3868 or go to the AS website and review the information at http://www20.csueastbay.edu/af/departments/as/standardized-test-takers.html. Please note that AS needs to inform the Testing Office of your accommodations at least two weeks before your exam date.

Preparing for the WST

- Review all the preparation information at http://www20.csueastbay.edu/academic/colleges-and-departments/apgs/testing/tests/wst/index.html.

On the day of the test

- Go to http://www20.csueastbay.edu/academic/colleges-and-departments/apgs/testing/tests/wst/preparation/test-day.html for a complete summary of what occurs on the day you take the WST. You are accountable and responsible for reviewing this information.

Essay scoring

Essay will be scored by two independent readers; these are faculty members from many different disciplines who are trained to evaluate the essays “holistically”; that is, with a single assessment for overall quality. Each reader determines the essay score, and they both must agree or a third reader scores the essay independently; the two agreeing readers’ score is the score you will receive.

Test results

- Results will be emailed to your Horizon email account approximately four to six weeks after the exam.
- To look up test results, go to MyCSUEB, Student Center, My Academics then CUS FacGrad Campus Page. In the system, score will appear as:
  - 6 (Limited Competence), 7 (Developing Competence), or 8 (Clear Competence)
  - P/F (Pass/Fail) = 1 or 2, (1 = Pass, 2 = Fail.)
- Your scores will result in one of the following three scores:
  - **Limited Competence**: You may retake the WST or a first tier writing course (ENGL 3000 or 3001).
  - **Developing Competence**: You may retake the WST or a second-tier writing course (ENGL 3003 or MKTG 3495).
  - **Clear Competence**: You have fulfilled the University Writing Skills Requirement.