Entering Test Results

Examiners must report test results on e-Services by 11 pm EST the day of the test.

To enter test results on e-Services:

1. From the home screen, select the View and Manage Tests hyperlink.

CLINTON AREA DRIVER TESTING 558877555 2179 OLD US 27 STE A SAINT JOHNS MI 48879	Request Access Request Code Add Account Access	Request an Authorization Code Use an Authorization Code to Add Account Access	
Summary Action Center Settings Driver Testing Business CLINTON AREA DRIVER TESTING 2179 OLD US 27 STE A SAINT JOHNS MI 48879	More Account DTB055680	> View Cor> Add User	d Manage Tests mpletion Receipt: r Access Jser Access

2. On the driving skills tests screen, you can filter for the applicant or scroll until you locate them. The applicant will be listed under the unreported section and will have three hyperlinks to the right of the exam type column. Select the **Enter Result** hyperlink for the desired individual.

CLINTON A	REA DRIVER TESTING						
Driving S	kills Tests						Show Histor
Filter Unreported							
Test Date	Driver Information	Location Information	Exam Type				Result
30-Apr-2021 4:14 PM	Name: MARIA RACHEL AKERS DLN: A 900 000 381 936 DOB: 10-Feb-1978	Range ID: 003701 Address: 900 W TOWNSEND RD SAINT JOHNS MI 48879-9201	Automobile	Edit Details	Cancel Test	Enter Result	

3. That will take you to the Enter Test Results screen that has the applicant's name, DLN and Date of Birth listed. Below that information you will see two toggle boxes – pass and fail. Select the box for the appropriate result. In this example, the applicant passed. This is displayed with a green bar underneath the result. Then select the next action button.

Results Enter Results	Enter Results Name: MARIA RACHEL AKERS DLN: A 900 000 381 936 DOB: 10-Feb-1978 Test Result				
Cancel	Passed Failed	<	Previous	Next	>

4. This brings you to the restriction screen. The restrictions listed are ones that an examiner can add to a license. If it is not listed, the examiner does not have the authority to add it. If a restriction is necessary, select the box next to the one that applies. Either if you added a restriction or restrictions did not apply, once you are done with this page select the next action button.

Results	Select any restrictions that apply
Enter Results Restrictions	Restrictions Available to Add
View Restrictions	All Hand Controls
	Cushions
	Foot Pedal Extension
	Hand Operated Brake
	Hand Operated Clutch
	Accelerator on Left Side

5. This will bring you the summary screen. If the result is correct, select the submit action button.

Name : MARIA RACHEL AKERS Result : Passed

6. The Confirmation section is displayed. At this point, the examiner can elect to print the receipt by selecting the **Print Receipt** button. If you do not want to print the receipt, select the OK action button.

-	< Driving Skills Tests
	Confirmation
	Your submission has been submitted and your confirmation number is 0-000-040-402.

Print Receipt

7. After selecting the OK action button, you will be taken back to the Driving Skills Tests screen where the Reported test results are listed. A passed test result will look like this.

< CLINTON AREA DRIVER TESTING

Filter					
Reported					
Test Date	Driver Information	Location Information	Exam Type		Result
30-Apr-2021 2:16 PM	Name: MARIA RACHEL AKERS DLN: A 900 000 381 936 DOB: 10-Feb-1978	Range ID: 003702 Address: 2957 W HERBISON RD DEWITT MI 48820-7984	Automobile	Change Result	Cancelled
30-Apr-2021 3:28 PM	Name: ROBERT CRAIG KNIEVEL DLN: K 900 000 350 416 DOB: 17-Oct-1938	Range ID: 003701 Address: 900 W TOWNSEND RD SAINT JOHNS MI 48879-9201	Motorcycle	Change Result	Cancelled
30-Apr-2021 4:10 PM	Name: ROBERT CRAIG KNIEVEL DLN: K 900 000 350 416 DOB: 17-Oct-1938	Range ID: 003701 Address: 900 W TOWNSEND RD SAINT JOHNS MI 48879-9201	Motorcycle	Change Result	Cancelled
30-Apr-2021 4:14 PM	Name: MARIA RACHEL AKERS DLN: A 900 000 381 936 DOB: 10-Feb-1978	Range ID: 003701 Address: 900 W TOWNSEND RD SAINT JOHNS MI 48879-9201	Automobile	Change Result	Passed

Keep in mind that it may take a few seconds for the system to update before you see the result. You may have to leave this page and go back for the result to appear.