

FAQ's for Entry Level Correction Officer I Exam

When is the last day to apply?

Answer: The application period opened November 4, 2024 and the last day to apply is December 10, 2024.

How do I know you received my application?

Answer: Your application is complete when you receive two emails. One email for completing the application and one email for paying for the exam.

How much is the exam?

Answer: The exam fee is 75 dollars.

What is a Fee Waiver?

Answer: You can request a [fee waiver](#) if you are receiving or have received State or Federal benefits in the previous 12 months leading up to the exam. You must submit supporting documentation for review and approval of a fee waiver.

When will I get information to take the exam on January 11, 2024?

Answer: A notice to appear for the exam will be emailed to you approximately two weeks before January 11th. The notice will provide you with the time and location to take the exam.

Make sure to keep your contact information up to date! You can edit information through the [link](#) to ensure all information is accurate, including phone number.

What do I bring to the exam site?

Answer: Just a picture ID, such as a license or passport.

Is the exam paper and pencil?

Answer: No, the exam is administered on a computer. The exam is approximately 2 hours and 30 minutes long, but please allow for more time to be checked in and seated for the exam.

When will I get my score?

Answer: Typically scores will be released approximately 6 weeks after the exam.

When will I see my name and rank on the eligible list?

Answer: After scores are released, and all appeals are reviewed and responded too, the eligible list will be viewable on the Civil Service website at mass.gov/civilservice

What's an appeal?

Answer: Your score notice will provide information about how to appeal and what information you may appeal.

I have taken the Correction Officer exam before, do I need to take it again?

Answer: Yes. All candidates on the current list for Correction Officer have received an opportunity so the January exam is being offered to provide a new list of interested candidates.

What's the next step to starting my career with the Department of Correction?

Answer: When the Department of Correction has vacancies to fill, you will receive an email from Civil Service (same email address you used to apply, receive your notice to appear for the exam, and receive your score notice) with information on where and when to report indicating your interest in the job. Make sure to add your phone number as you will also receive a text message alerting you of the vacancy and provide you with more information.