

## Florida End-of-Course Assessments

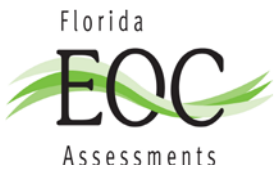
### Private School/Out-of-State Transfer

### Student Parent/Guardian Information Sheet

Please review the following information and requirements regarding your private school student's participation in the Florida End-of-Course (EOC) Assessment test administration.

#### **Student Information**

- Students must pre-register at the school they plan to attend and advise the registrar that they need to sign up to take the exam. Pre-registration must be completed by July 5 order for the student to sit for the test during the Summer EOC window. The Summer EOC testing window is 7/11-7/22. The school will assign the student a test date within this window.
- **Student Identification**  
Your student will need to present **photo identification** to school staff to verify his/her identity. Please ensure that your student has a school- or Florida-issued Photo ID on the date of testing. Florida ID cards can be purchased at a local branch of the Department of Motor Vehicles (<http://www.dmv.org/fl-florida/id-cards.php>).
- **Practice Test Requirement**  
All students who will participate in an EOC assessment must participate in an electronic practice test training test for that subject test. You are responsible for ensuring that your student has taken the training test at home or at his or her private school using the appropriate administration guide that walks students through the online platform. You may access the training tests and guide for administering the training tests at <http://www.fsassessments.org/training-tests>. Prior to testing, test administrators will ask students if they have participated in the training test; if they have not, they will not be permitted to test.
- **Testing Policies**  
Please be sure to review the following policies and discuss them with your student before testing:
  - **Electronic Devices**—If your student is found with ANY electronic devices, including, but not limited to, cell phones and smart phones during testing, including breaks (e.g. bathroom, lunch), his or her test will be invalidated, which means it will not be scored. The best practice is for students to leave devices at home on the day of testing.
  - **Testing Rules Acknowledgment**—All EOC assessments include a Testing Rules Acknowledgment that reads, “I understand the testing rules that were just read to me. If I do not follow these rules, my test score may be invalidated.” Prior to testing, test administrators will read the rules to students, and students must acknowledge that they understand the testing rules by checking a box next to the statement.
  - **Test Invalidations**—Students are responsible for doing their own work on the test and for protecting their answers from being seen by others. If students are caught cheating during testing, their tests will be invalidated. In addition, the FDOE employs a test security company, Caveon Test Security, to analyze student test results to detect unusually similar answer patterns. Student results within a school that are found to have extremely similar answer patterns will be invalidated.
  - **Leaving Campus**—If your student leaves campus before completing the test (for lunch, an appointment, or illness, etc.), he or she WILL NOT be allowed to complete the test.
  - **Discussing Test Content after Testing**—The last portion of the testing rules read to students before they sign/check the acknowledgement reads, “After the test, you may not discuss the test items with anyone.” Please make sure that your student understands that he or she may not discuss test items, even without the intent to cheat. This includes any kind of electronic communications, such as texting, emailing, or posting to blogs or social media websites (Facebook, Twitter, etc.).



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- **Test Administration Details** may be found on the FSA Portal located at <http://www.fsassessments.org/>
  
- **Your Student's Score**  
Student scores are reported on a score scale that varies by subject test, but all EOC scores are reported in five Achievement Levels. Students must achieve the lowest scale score in Achievement Level 3 to pass the assessment.  
  
The school in which your student is tested will receive your student's score when scores are reported .
  
- **School Requirements**  
**After informing the school that you would like to take an exam** you will receive additional information from the school testing coordinator regarding the following:
  - Testing date, time, and location
  - Contact for testing location
  - How to obtain your student's score
  
- **Students with Disabilities**  
If your student has a disability, as defined by Section 1003.01(3)(a), F.S., or subsection 6A-19.001(6), F.A.C., and receives accommodations on assessments and in the classroom, please contact the district testing coordinator to request information regarding the required documentation that must be approved in order for the district to provide accommodations for the EOC assessment.