

**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 upcoming Florida End-of-Course (EOC) Assessment administration.

- **Student Information Form**

You will need to complete fields on this form and submit it to the contact listed on the form. It is important that you provide accurate information and return your completed form no later than [**deadline**].

- **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 (ePAT) for that subject test. You are responsible for ensuring that your student has taken an ePAT at home or at his or her private school using the appropriate ePAT administration script that walks students through the online platform. You may access the ePAT software and script(s) for administering the ePAT at www.FLAssessments.com/ePAT. Prior to testing, test administrators will ask students if they have participated in an ePAT; 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

- EOC Assessments are delivered via a computer-based test (CBT) platform.
- The assessment will be given in one 160-minute session with a 10-minute break after the first 80 minutes. Students will not be allowed to talk during the break. As with FCAT 2.0 paper-based administrations, individual breaks may be allowed as needed. Students may not be dismissed during the first 80 minutes; however, after the 10-minute break, they may be dismissed as they complete the test.
- Although the assessment is scheduled for a 160-minute session, any student not finished by the end of the 160 minutes may continue working. Testing must be completed within the same school day.
- For Algebra 1 and Biology 1, a four-function calculator is provided in the TestNav platform. A scientific calculator is provided in the platform for students taking Geometry.
- A reference sheet containing commonly used formulas and conversions is provided in the TestNav platform for students taking Algebra 1 or Geometry. A periodic table is provided in the platform for students taking Biology.
- Students will be provided four-page, hard-copy work folders to use as scratch paper.

• 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 district in which your student is tested will receive your student's score when scores are reported statewide. The district assessment office will provide you with information on how to obtain your student's score.

• Other District Requirements

You may receive additional information from your school district regarding the following:

- Registration process and deadline
- 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 [**district contact**] to request information regarding the required documentation that must be approved in order for the district to provide accommodations for the EOC assessment.

• Helpful Links and Resources

Please access the following resources for more information.

- Algebra 1 EOC Fact Sheet: <http://fcats.fldoe.org/eoc/pdf/Algebra1InformationSheet2012-13.pdf>
- Geometry EOC Fact Sheet: <http://fcats.fldoe.org/eoc/pdf/GeometryEOCInfoSheet2012-13.pdf>
- Biology 1 Fact Sheet: <http://fcats.fldoe.org/eoc/pdf/Biology1EOCFactSheet2012-13.pdf>
- Understanding EOC Reports: <http://fcats.fldoe.org/eoc/pdf/2012UEOCR12.pdf>
- Frequently Asked Questions: <http://www.fldoe.org/faq/default.asp?Dept=179&Cat=125>
- Graduation Requirements: <http://www.fldoe.org/bii/studentpro/grad-require.asp>