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 Registration**
  You will need to complete the online registration form at [www.vcsedu.org](http://www.vcsedu.org). At the bottom of the page click Departments A-Z, click Research, Evaluation and Accountability, click Assessment and at the bottom of the page under Private School Students is the link to the registration form. It is important that you provide accurate information and fill out the form no later than **Friday, November 6, 2020**.

- **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](http://www.dmv.org/fl-florida/id-cards.php)).

- **Practice Test Requirement**
  All students who will participate in the Algebra 1 EOC assessment must participate in an electronic practice test. You are responsible for ensuring that your student has taken the practice test at home or at his or her private school using the appropriate practice test script that walks students through the online platform. You may access the practice test platform and script(s) for administering the practice test at [https://fsassessments.org/students-and-families/practice-tests/](https://fsassessments.org/students-and-families/practice-tests/). Prior to testing, test administrators will ask students if they have participated in the practice 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 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.).
Test Administration Dates
- Nov. 30-Dec. 18 Once registration closes you will be given the school’s Testing Coordinator contact information. You are responsible for contacting the Testing Coordinator to schedule the days your student will test.

Test Administration Details
- EOC Assessments are delivered via a computer-based test (CBT) platform.
- The assessment is two 90-minute sessions administered over two days. Although each session is scheduled for 90-minutes, any student not finished by the end of the 90-minutes may continue working for up to two and a half hours (150 minutes).
- For Algebra 1, a scientific calculator is provided in the testing platform.
- A reference sheet containing commonly used formulas and conversions is provided in the testing platform for students taking Algebra 1.
- Students will be provided four-page, hard-copy work folders to use as scratch paper.

Your Student’s Score
A score of Level 3 or higher meets the graduation requirement for the Algebra 1 EOC.

The school district in which your student is tested will receive your student’s score when scores are reported statewide. You can pick up your child’s score report from the district office at 200 N. Clara Ave., Deland, FL 32720 or send us a self-addressed stamped envelope and we will mail it to you. I will send you an email when scores are available.

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 fill out the Accommodations Request Form and provide the required documentation that must be approved in order for the district to provide accommodations for the EOC assessment. Please let Charlene Sozio, District Assessment Specialist know if you need this form.

Information on the Florida Standards Assessment Algebra 1 EOC can be found on the Florida Department of Education’s website at http://www.fldoe.org/accountability/assessments/k-12-student-assessment/end-of-course-eoc-assessments/.

The parent of a Private School student participating in the testing program is responsible for the following:
- Completing the Test Registration Form by November 6, 2020.
- Providing transportation for your child to and from the school for each test day.
- Providing emergency contact information and any health concerns to school staff on each test day.
- Providing proof of student’s identification- School photo ID, Government-issued ID, Passport, Fingerprint Card with Photo ID, Parent Driver’s License (if the student does not have photo ID)
- Ensuring that your child adheres to all school regulations, in particular, those related to the testing program.