



## Brevard Special Programs Student Registration Information for the Florida Assessments

Please review the following information and requirements regarding your special program students to participate in the upcoming Florida Assessment administration.

- **Student Information/Registration Form**

Click the link on the Brevard Public Schools webpage Banner for Special Programs Testing, this will take you to the Accountability and Testing SharePoint Site,

<http://bpsaccountabilityandtesting.brevardschools.org/layouts/15/start.aspx#/SitePages/Home.aspx> . -

Please read the Special Programs Student Registration Information document first. You will need to complete all fields of the Registration iForm and submit it electronically. It is important that you provide accurate information and return your completed Accommodations Form (if applicable) 15 days prior to the commencement of the testing window, see testing calendar.

- **Student Identification**

Your student will need to present **photo identification** to testing staff to verify his/her identity. Please ensure that your student has a passport, 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 participate in an EOC test must take an electronic practice test for that subject. You are responsible for ensuring that your student has taken a practice test at home or at the private school using the appropriate administration script that walks students through the online platform and familiarizes them with online tools. You may access the practice test and instructions <http://fsassessments.org/students-and-families/practice-tests/> prior to EOC testing, test administrators will ask students if they have participated in a practice test and require that they sign a statement attesting that they have; 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 during testing, breaks, or lunch, including, but not limited to, cell phones and smart phones, his or her test will be invalidated, which means it will not be scored. Because students will need to call parents for pick-up, we will collect them before testing and they will be held in a secure area.
- **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 FLDOE 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/she WILL NOT be allowed to complete the test.



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- **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/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.).
  
- **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, complete the Accommodations Request Form to request state testing accommodations. Please pay special attention to the box on the form for information regarding the required documentation that must be approved in order for the district to provide accommodations for the EOC assessment. Please contact Neyda Francis at 633-1000 x370 if you have questions.
  
- **Helpful Links and Resources**

Please access the following resources for more information.

  - Graduation Requirements for Florida’s Statewide Assessments: <http://www.fldoe.org/academics/graduation-requirements>
  - Practice test (required): <http://www.fsassessments.org/students-and-families/practice-tests/>