

School Verification Form

All private and homeschool (individual or support group) orders must be accompanied by the following information. The School Verification Form (completed each year), and the (one-time) Test Administrator's Qualification Form need to be on file prior to the Iowa, Stanford, OLSAT or CogAT tests being sent. You can send the Test Administrator Qualification Form to your test administrator if you do not have a Bachelor's Degree or if you are not going to give the test. Parents can be the test administrator in some states. For more about your state's laws go to www.hslda.org.

I pledge that I am buying tests for our private or homeschool students only. I pledge that the test administrator listed will administer the tests. These tests are not for public school children nor will they be used for practice.

Name _____ Customer Number (if known) _____ Date _____

Signature _____

School Name _____ Enrollment Number* _____

Phone () _____ Fax () _____

Address _____

City _____ State _____ Zip _____ (County if NC) _____

State _____ Zip _____ Email Address _____

Name of Test Administrator _____

Test Administrator Number (if known) _____

Approximate Test Date _____

*Enrollment: Iowa must be less than 100 students. (Call us if you have questions.)

Stanford—no cap on the number of students.

Test Administrator Qualification Form

All test administrators must be qualified by Triangle Education Assessments by filling out this (one-time) Test Administrator Qualification Form.

Test Administrator Name _____

Test Administrator Number (if known) _____

Phone () _____ Fax () _____

Address _____

City _____ State _____ Zip _____ (County if NC) _____

Email Address _____

1. Your level of training (Check as many as apply.)

Bachelor's Degree Year _____ Institution _____ Major field of study _____

Master's Degree Year _____ Institution _____ Major field of study _____

Doctorate Year _____ Institution _____ Major field of study _____

Principles of Effective Test Use

Sound, professional use of educational and psychological tests means that all test users must:

1. Maintain the security of testing materials before and after testing;
2. Avoid labeling students based on a single test score;
3. Adhere strictly to the copyright law and under no circumstances photocopy or otherwise reproduce answer forms, test books, or manuals;
4. Administer, and use tests exactly as specified in the manual.

I certify to Triangle Education Assessments, LLC that I have at least a Bachelor's Degree and assume full responsibility for the proper use of the testing material I receive from Triangle Education Assessments, LLC. My signature indicates acceptance of and compliance with the above principles.

Signature _____ Date _____

Triangle Education Assessments, LLC • Phone: 919-387-7004 or 877-843-8837 • orders@TriangleEd.com

Education Consulting Services • www.TriangleEd.com

How to Place an Order with Triangle Education Assessments

Achievement, Cognitive, Career, College Credit Exams, Practice Tests and Parent Materials

TO ORDER BY MAIL: Fill out this order form (front and back) and include payment with your order. Mail to:

2521 Schieffelin Rd., Ste. 102
Apex, NC 27502

TO ORDER BY PHONE:

Call 919-387-7004 or 877-843-8837.

You may use this number to place orders between 9:00am to 5:00pm (EST) from Monday through Friday.

TO ORDER ONLINE:

visit www.TriangleEd.com

YOU MAY ALSO ORDER BY FAX, SCAN/ E-MAIL OR VOICE

MAIL: Our fax number is 1-888-416-1495. Email scanned orders to orders@TriangleEd.com 24 hours a day.

Credit cards: Visa, MasterCard and Discover are accepted as payment. Your name, address and phone number are safe with us. We do not sell mailing lists.

Paypal: Send payment to orders@triangleed.com.

ORDER EARLY! Orders should be placed 4 to 5 weeks in advance of your test week.

Rush Fees: 2 Day \$30, Overnight \$50 (for orders up to \$300 or 20% of orders above \$300)

SCORES & REPORTS: Will be mailed to you within 6 to 8 weeks of the date you return all testing materials or 3 weeks if hand scored.

Test Security: All test materials are property of Triangle Education Assessments, LLC. If not returned within 90 days of test date, accounts will be assessed \$25 per outstanding book and authorities might have to be notified.

Parent/Testing Coordinator Name:

Address: (Domestic orders only - No foreign addresses)

City, State, Zip, County:

Phone:

E-mail:

Preferred Test Week (M-F) (Tests will be sent about a week prior to test week.) _____

(Practice tests are sent early.)

GROUP DISCOUNTS: (Any combination must be ordered 5 weeks in advance by one person and results will be mailed back to one person):

25 - 40 tests = Discount \$2 per test
41 - 65 tests = Discount \$4 per test
66+ tests = Discount \$6 per test

ORDER REQUIREMENTS:

[for ordering Iowa, CogAT, Interest Explorer, CogAT/OLSAT Practice Test]

1. You must be in compliance with your state's laws and regulations for home schooling and achievement testing.
2. The Iowa, CogAT and or Interest Explorer test administrator must have a bachelor's degree.
3. You must keep the materials secure before, during and after the testing.
4. You must abide by the publisher's requirements for using and interpreting achievement tests as posted in their Directions for Administration which will be sent with the tests and follow their directions exactly.
5. You must not photo copy or reproduce answer forms, test booklets or Directions manuals.
6. Test items, actual or similar must not be placed on a chalkboard or used for discussion, review or any other purpose.
7. You must not use this test as a practice test for a future Iowa or similar test.
8. You must not label students based on a single test score. You must return all test materials to Triangle Education Assessments by the date requested on the order/packing slip sent with your test(s).

Your signature here:

_____ means you pledge to abide by these requirements.

Failure to abide by these important rules may result in forfeiture of your privileges to use the tests and/or possible litigation against you by the publisher resulting in civil or criminal penalties as may be prescribed by law.

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Tests Order Form - 2012 Iowa & Products

GRADE Dates → Available	IOWA TEST* Jan-Dec 2012 \$44 Handscore \$40 more		CogAT* Jan-Dec 2012 \$44 Handscore \$25 more		Interest Explorer** Jan-Dec 2012 \$31		BASI \$55 (Done in our test center)		Career Direct \$80		Iowa Practice Tests* \$16		CogAT/OLSAT Practice Test* \$16		Scoring High on Iowa or Stanford Practice Kit \$44		Message to Iowa Test Parents* \$6		
	Lvl.	Qty.	Lvl.	Qty.	Lvl.	Qty.	Lvl.	Qty.	Lvl.	Qty.	Lvl.	Qty.	Lvl.	Qty.	Lvl.	Qty.	Lvl.	Qty.	
Gr K(K.1-1.5)	Gr K/L5		NA		NA		NA		NA		(L5-6)		NA		NA		(L5-8)		
Gr 1 (K.7-1.9)	Gr 1/L6		NA		NA		NA		NA		(L5-6)		NA		NA		(L5-8)		
Gr 1 (1.7-2.3)	Gr 1/L7		NA		NA		NA		NA		(L7-8)		NA		Gr 1		(L5-8)		
Gr 2 (2.3-3.2)	Gr 2/L8	(A)			NA		NA		NA		(L7-8)		Gr 2-12		Gr 2		(L5-8)		
Gr 3	Gr 3/L9	(A)			NA		(L1)		NA		(L9-11)		Gr 2-12		Gr 3		(L9-14)		
Gr 4	Gr 4/L10	(B)			NA		(L1)		NA		(L9-11)		Gr 2-12		Gr 4		(L9-14)		
Gr 5	Gr 5/L11	(C)			NA		(L2)		NA		(L9-11)		Gr 2-12		Gr 5		(L9-14)		
Gr 6	Gr 6/L12	(D)			NA		(L2)		NA		(L12-14)		Gr 2-12		Gr 6		(L9-14)		
Gr 7	Gr 7/L13	(E)			NA		(L3)		NA		(L12-14)		Gr 2-12		Gr 7		(L9-14)		
Gr 8	Gr 8/L14	(F)			NA		(L3)		Gr 8		(L12-14)		Gr 2-12		Gr 8		(L9-14)		
Gr 9	Gr 9/L15	(F)			(L2)		(L4)		Gr 9		(L15-18)		Gr 2-12		NA		(L15-18)		
Gr 10	Gr 10/L16	(G)			(L2)		(L4)		Gr 10		(L15-18)		Gr 2-12		NA		(L15-18)		
Gr 11	Gr 11/L17-18	(G)			(L2)		(L4)		Gr 11		(L15-18)		Gr 2-12		NA		(L15-18)		
Gr 12	Gr 12/L17-18	(H)			(L2)		(L4)		Gr 12		(L15-18)		Gr 2-12		NA		(L15-18)		
Groups: Total Directions (\$0) for:																			
	Iowa*		CogAT*		Interest Explorer*						Extra Iowa Practice Student Test \$6		Extra CogAT/OLSAT Practice Student Test \$6		Scoring High Extra Student Book \$18		Brigance: For special needs up to developmental age 7		
	Lvl.	Qty.	Lvl.	Qty.	Lvl.	Qty.					Lvl.	Qty.	Lvl.	Qty.	Lvl.	Qty.			
	Gr K/L5R		(A-H)		(L2)						(L5-6)		Gr 2-12		Gr 1			\$65 fee plus \$100 refundable deposit	
	Gr 1/L6										(L7-8)				Gr 2			Qty:	
	Gr 1/L7										(L9-11)				Gr 3				
	Gr 2/L8										(L12-14)				Gr 4				
	Gr 3-8/L9-14										(L15-18)				Gr 5				
	Gr 9-12/L15-18														Gr 6				
															Gr 7				
															Gr 8				

* Must be ordered by homeschool parent or private school.

** Must be used in conjunction with the Iowa Test Gr 9-12 and machine scored.

Non-returnable: Practice materials and Message to Parents.

NA - Not available

Machine Scoring could take 6-8 weeks.

Handscoring - Quick results in 2 or 3 weeks anytime of year.

ITBS®, ITED® and Interest Explorer™ Tests cannot be sold to IA, MO (Grades 9-12), and SC (Level 7). CogAT® is not available for New Jersey (Grades 8-9), South Carolina (Gr 2), Virginia (Grades 2 -12) and Dallas ISD.

Mail this completed registration form (front/back), and check (return check fee \$25), money-order or credit card information to Triangle Education Assessments. Order toll free 1-877-843-8837. Order online or paypal. \$15 return/exchange fee per test.

(Handscoring add \$40/Iowa and \$25 CogAT) \$

(add \$3 shipping for practice and parent materials) \$

Rush Fee \$

Subtotal \$

(Add NC sales tax - if NC resident) Tax \$

Total Enclosed \$

Check one: Visa Master Card Discover

Credit Card No: _____

Exp Date: _____ Card Security # _____

Card Holder Signature _____

At our new test center in Apex, NC we offer these exams and services year-round:

• **Woodcock-Johnson:** Pre-K - Adult - \$95 Basic, \$120 with Science, Social Studies and Humanities, Instructional Report \$15. Immediate report and consultation.

• **CLEP and DSST exams:** \$77-\$80 + \$30 center fee. These credit by exam programs give students the opportunity to receive 3 – 12 college credits. There are 71 exams! Call us to schedule.

• **BASI:** Gr 3-12 - \$55 Achievement Exam that meets NC law, gives immediate results and only takes 2 hours. Must be done on computer in our test center. Call us to schedule.

• **ACT/SAT** prep classes, writing evaluation and classes and tutoring.

To obtain more information on these exams, and view sample reports go to www.TriangleEd.com. To schedule one of the above exams please call 877-843-8837.