



Miami-Dade County Public Schools

giving our students the world

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January 16, 2013

Dear Parent:

Students participating in an established Florida Home Education Program (FHEP) may participate in the Spring 2013 Florida Comprehensive Assessment Test (FCAT), the Florida End-of-Course (EOC) Assessments, or the Stanford Achievement Test, Tenth Edition (SAT). A passing score on any of these tests fulfills the evaluation requirements for educational progress as stated in Chapter 1002.41, F.S. FHEP students must register via the attached Registration Form, then confirm with your assigned school.

All students who participate in Miami-Dade County Public School campus-based activities/testing are required to have age-appropriate vaccines with the proper documentation in accordance with F.S.1003.22(4).

The parent of a FHEP student participating in the testing program is responsible for the following:

1. **Submit the Test Registration Form (FM 7345) to the Federal and State Compliance Office (FASCO) no later than Thursday, January 31, 2013.**
2. At the time of registration, provide to FASCO two legal, self-addressed stamped envelopes (**one with a .46 cent stamp and one with a \$1.00 stamp**) to receive the approved Test Registration Form and your child's test results via U.S. Mail. In the lower left corner of each envelope, clearly write your child's name and grade. If more than one child is being tested, provide separate sets of envelopes for each child. Parents may also contact FASCO at apavon@dadeschools.net to pick-up registration forms and test results. Parents who submitted self-addressed envelopes will receive the original Test Registration Form with a stamped confirmation and school assignment via U.S. Mail.
3. **Present the approved form to the school where your child has been assigned no later than:**
 - **Friday, February 8, 2013** for:
 - FCAT Writing
 - **Friday, March 8, 2013** for:
 - FCAT Reading
 - FCAT Mathematics
 - FCAT Science
 - SAT
 - Algebra 1 EOC
 - Biology 1 EOC
 - Geometry EOC
 - US History EOC
4. Provide transportation for your child to and from the school for each test day.
5. Provide emergency contact information to school staff on each test day.
6. Ensure that your child adheres to all school regulations, in particular, those related to the testing program.
7. Notify the school in a timely manner if your child will be absent on any scheduled test day.

Deadline dates must be met to prevent disruption to test administration at the school site. **Student Assessment and Educational Testing will not allow exceptions.** Upon presentation of the approved Test Registration Form, a schedule of specific testing dates and times will be provided.

If your child requires special accommodations for as per the Individualized Educational Plan (IEP), such **accommodations must be requested in writing on the Test Registration Form with supporting documentation.** Please note that the guidelines for provision of testing accommodations for each testing program and subject may differ. Some accommodations which may be provided in an instructional setting are **specifically prohibited** during testing; therefore, those accommodations **cannot be provided**, even if requested.

Test accommodations requested:

- Should facilitate an accurate demonstration of what the student knows or can do;
- Must not provide the student with an unfair advantage or interfere with the validity of the test results;
- Must not change the underlying skills that are being measured by the test;
- Must be the same or nearly the same as adaptations used by the student in completing their academic instruction and assessment activities;
- Must be necessary for enabling the student to demonstrate knowledge, ability, skill, or mastery; and
- Must be permissible under the guidelines for the specific test to be administered.

The table below notes which components of the FCAT, SAT, and EOC Assessments are administered at each grade level. The tests are available only to students in the grades listed. It is not required for a student to participate in all the tests available at a specific grade level. However, if you choose to have your child take a test that is administered in multiple sessions, your child will be expected to participate in all sessions of that test.

Grade Levels Tested: FCAT, SAT, and EOC

Test	Grade Level										
	K	1	2	3	4	5	6	7	8	9	10
FCAT Writing					√				√		√
FCAT Reading (Grades 6, 7,9, & 10 are *CBT only)				√	√	√	√	√	√	√	√
FCAT Mathematics (Grade 5 *CBT only)				√	√	√	√	√	√		
FCAT Science						√			√		
SAT Reading Comprehension and Mathematics	√	√	√								
Algebra 1 EOC (*CBT only)	Algebra 1 or Equivalent Course										
Biology 1 EOC (*CBT only)	Biology 1 or Equivalent Course										
Geometry EOC (*CBT only)	Geometry or Equivalent Course										
US History EOC (*CBT only)	US History or Equivalent Course										

***CBT (Computer-Based Testing)**

Please note that Grades 6, 7, 9 and 10 FCAT Reading, Grade 5 FCAT Mathematics, and Algebra 1, Biology 1, Geometry, and US History EOC assessments tests are computer-based. Due to limited computer resources, students will be given a specific day, time, and location where they will be assigned to take the test within the testing window. If the student is not present on the assigned day, rescheduling will be available at the school's discretion. Information regarding this administration and a practice test may be accessed at <http://www.pearsonaccess.com/cs/Satellite?c=Page&childpagename=Florida%2FflPALPLLayout&cid=1205461226846&pagename=flPALPWwrapper>. Student tutorials to help familiarize students and parents with the format of computer-based assessments are available at <http://flassessments.com/html-redirects/StudentTutorials/launch.html>.

Should you need additional assistance, please email Ms. Amanda Pavon, Registrar at APavon@dadeschools.net.

Sincerely,



Charlene Burks

CB/ap
L028
Attachment

cc: Mrs. Valtena Brown
Ms. Gisela Feild
Dr. Sally Shay
Ms. Maria Bruguera

Ms. Mayda Cabeza
Mr. Joseph A. Estrada
Ms. Mara Ugando
Ms. Amanda Pavon

FLORIDA HOME EDUCATION PROGRAM (District 13 / Location 9998)

TEST REGISTRATION FORM

In order for a Florida Home Education Program (FHEP) student to participate in the Florida Comprehensive Assessment Test 2.0 (FCAT), Stanford Achievement Test, Tenth Edition (SAT), and/or Florida End-Of-Course (EOC) Assessments, submit this form to the Federal and State Compliance Office, FHEP, 489 East Drive, Miami Springs, Florida, 33166, no later than **Thursday, January 31, 2013**.

Student's Name	Florida ID. Number	Grade Level

PLEASE INDICATE THE TEST(S) IN WHICH YOUR CHILD WILL PARTICIPATE

FCAT	<u> </u> Writing Grades 4, 8, and 10: February 26-27	<u> </u> Reading <i>(Grades 6, 7, 9, & 10 are *CBT only)</i> Grades 3-5 & 10: April 15-24 Grades 6 & 9: April 22-30 Grades 7 & 8: April 16-24	<u> </u> Mathematics <i>(Grade 5 is *CBT only)</i> Grades 3 & 4: April 17-24 Grade 5: April 22-30 Grades 6-8: April 15-24	<u> </u> Science Grade 5: April 17-24 Grade 8: April 18-24
EOC Assessments	<u> </u> US History <i>(*CBT only)</i> Grades 9-12 Enrolled: April 29-May 1	<u> </u> Biology 1 <i>(*CBT only)</i> Grades 6-12 Enrolled: May 2-8	<u> </u> Algebra 1 <i>(*CBT only)</i> Grades 6-12 Enrolled: May 9-15	<u> </u> Geometry <i>(*CBT only)</i> Grades 6-12 Enrolled: May 16-22
SAT	<u> </u> Reading Comprehension and Mathematics Grades K, 1, and 2: April 9-12			

**CBT-Computer-Based Testing*

Upon approval by the FHEP, students will be assigned to a school-site for testing. Take the stamped, approved form to the assigned school by **February 8, 2013** for participation in FCAT Writing and by **March 8, 2013** for participation in the FCAT, SAT, and the EOC assessments. The school test chairperson will provide the specific testing date, time, and location for each test.

Parent Signature

Print Parent Name

Address

City _____ **Zip** _____

(_____) _____

Telephone Number

Email Address

FOR FHEP Use Only:

Assigned School Location: School Name:

FHEP Approval:

REQUEST FOR ACCOMMODATION:

If student requires special format materials (i.e., large print or Braille) or special accommodations, please indicate the nature of any accommodations requested for testing below. All requests for accommodations must be accompanied by supporting documentation at the time of registration.

My child uses the following accommodations on a regular basis to access their education and I am requesting such accommodations for the test(s):

District Office Use Only:	Supporting Documentation provided: <input type="checkbox"/> Most recent IEP (expiration date: _____) <input type="checkbox"/> Copy of medical or psychological evaluation (date: _____) <input type="checkbox"/> Other (specify) _____
The accommodations requested	<input type="checkbox"/> can <input type="checkbox"/> cannot be provided, as follows: _____ _____ _____

M-DCPS SPRING 2013 FLORIDA END-OF-COURSE (EOC) ADMINISTRATION SCHEDULE*

Monday	Tuesday	Wednesday	Thursday	Friday
APRIL 29	30	MAY 1	2	3
		US HISTORY EOC, one 160 minute session**		BIOLOGY 1 EOC, one 160 minute session**
6	7	8	9	10
	BIOLOGY 1 EOC, one 160 minute session**		ALGEBRA 1 EOC, one 160 minute session**	
13	14	15	16	17
	ALGEBRA 1 EOC, one 160 minute session**		GEOMETRY EOC, one 160 minute session**	
20	21	22	23	24
	GEOMETRY EOC, one 160 minute session**		CIVICS EOC FIELD TEST, Selected Middle Schools Only (one-60 min session)	
27	28	29		
No Testing	Make-up*** for EOC Assessments (one-160 min session**)			

Notes: *The EOC Assessments are computer-based tests (CBT). CBT sessions may be scheduled between Day 1 – Day 5 of the respective testing window for each EOC assessment. Paper accommodations (for students with documented accommodations only) must be administered on Day 1 of the respective testing window for each assessment. Eligible students for the US History, Biology 1, Algebra 1, and Geometry EOC Assessments include enrolled students in grades 6-12; and for the Civics EOC FT eligible students include enrolled students in grades 6-8 at selected schools only.

**The EOC assessments will be given in one 160-minute session with a 10-minute break after the first 80 minutes. Students may be dismissed as they complete the test after the 10-minute break. Although the assessments are 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.

***Make-up only for Florida US History, Biology 1, Algebra 1, and Geometry EOC Assessments, as needed.