

## Request for Tests for Student Programs: Course Credit by Examination for Grades 9-12

### PART 1 – COMPLETED BY SCHOOL

The shaded area below should be completed by the Guidance Counselor and submitted to the Department of Test Administration and Development to request test materials.

Student: \_\_\_\_\_ Tentative Grade Placement: \_\_\_\_\_  
 School: \_\_\_\_\_ Test Date: \_\_\_\_\_  
 Seeking Credit for Grade(s): \_\_\_\_\_  
 Requested by: \_\_\_\_\_ Position: \_\_\_\_\_  
 Test Administrator: \_\_\_\_\_ Position: \_\_\_\_\_

### PART II – COMPLETED BY DEPARTMENT OF TEST DEVELOPMENT AND ADMINISTRATION

Tests of Achievement and Proficiency

Test Level: 15, 16, 17, 18 (Circle One)

Form: \_\_\_\_\_

Subject	Raw Score	Standard Score	Grade Level Percentiles			
			9	10	11	12
MATHEMATICS						
ALGEBRA						
GEOMETRY						
WRITTEN EXPRESSION (ENGLISH)						
SOCIAL STUDIES						
SCIENCE						
OTHER						

TO RECEIVE CREDIT, STUDENTS MUST MAKE A PERCENTILE OF 23 OR HIGHER ON EACH TEST TAKEN

Scored by: \_\_\_\_\_ Date: \_\_\_\_\_

Director  
Test Development and Administration

### PART III – RECOMMENDATIONS FOR STUDENT PLACEMENT (COMPLETED BY COUNSELOR)

Subject	Number of Credits Awarded	Comments
MATHEMATICS		
ALGEBRA		
GEOMETRY		
ENGLISH		
SOCIAL STUDIES		
SCIENCE		
OTHER		

Guidance Counselor's Signature: \_\_\_\_\_ Principal's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

ONCE A RECOMMENDATION HAS BEEN FINALIZED AND SIGNED OFF BY THE SCHOOL PRINCIPAL AND GUIDANCE COUNSELOR,  
PLEASE DISTRIBUTE