

October 10, 2018

Dear Home Education Parent/Guardian:

Students participating in an established Florida Home Education Program (FHEP) may participate in the Winter Session of the Next Generation Sunshine State Standards (NGSSS) End-of-Course (EOC) Assessments and/or the Florida Standards Assessments EOCs during the **November 26 – December 14, 2018** window. FHEP parents/guardians must complete the online registration form and submit it **no later than Monday, November 5, 2018**. The online registration form can be accessed by visiting the District's Parents' Testing page, <https://polkschoolsfl.com/assessment/>, or via the direct link, <https://goo.gl/forms/Hf7otBU8cyuwuYbV2>. **Late registrations will not be accepted.**

Once the student is registered, his/her student information will be verified, and the request disseminated to the appropriate home-zoned school. Schools will make arrangements for the student to participate in their testing programs.

Note: Due to limited resources, each family will be provided a specific day, time, and location for testing. If the student misses his/her originally scheduled testing session, rescheduling will be available at the school's discretion.

The parent/guardian of a Florida Home Education Program (FHEP) student participating in the testing program is responsible for the following:

- **Completing the Test Registration Form (Online at <https://goo.gl/forms/Hf7otBU8cyuwuYbV2>) by 11/5/2018.**
- **Providing transportation for the student to and from the school each test day.**
- **Providing emergency contact information and any health concerns to school staff 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 the student adheres to all school regulations, in particular those related to the testing program.**
- **Notifying the school in a timely manner if the student will be absent on any scheduled test day.**

The deadline of November 5, 2018 for submitting the registration form must be met to prevent disruption to test administration at the school site. After the online registration form has been submitted, the school testing coordinator will use the contact information provided to notify the family of the specific testing details (date, time, and location). **If you do not hear from the home-zoned school at least one week prior to testing, it is your responsibility to contact the school and verify your student's specific testing details.** If the student requires special accommodations for instruction and will need accommodations for the test setting, such **accommodations must be requested on the Test Registration Form, along with supporting documentation at the time of registration.** 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.

The FSA EOC exams (Algebra 1 and Geometry) involve two testing sessions over two days. These sessions are 90 minutes each, but the student may have up to 3 ½ hours each day. For the NGSSS EOCs (Biology, Civics, and US History), students are required to sit for at least 80 minutes of each assessment and will not be permitted to leave (even if completed and submitted) prior to this time limit. For most students, each NGSSS EOC takes approximately 3 hours to complete; however, students may continue testing until the end of the school day in order to complete the assessment. Snacks or lunch will not be provided. However, a 30-minute break is provided for a student to eat after the state-required 160-minute sitting for these NGSSS EOC assessments.

Students are required to practice using an online test prior to the actual assessment. To access the practice tests for the NGSSS EOCs (Biology, Civics, or US History), please visit <http://download.pearsonaccessnext.com/fl/fl-practicetest.html?links=true>. For the FSA Assessments (Algebra 1, Geometry), the appropriate practice tests are located at <https://fsassessments.org/students-and-families/practice-tests/index.stml>. Students will log in as guests to a guest session. If the student has not practiced prior to taking the EOC, he/she will be excused from the test site and will have to retake the test at the next available test window.

For more information about individual EOC exams, please visit the Florida Department of Education's End-of-Course Assessments website at <http://www.fldoe.org/accountability/assessments/k-12-student-assessment/end-of-course-ec-assessments/>.

Should you have any further questions, please contact:

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## WINTER 2018 TEST REGISTRATION - Polk County Home Education Students

In order for a Polk County Home Education Student to participate in the Winter 2018 Session of the FSA EOC Assessments (Algebra 1, Geometry) and/or NGSSS EOCs (Biology, Civics, US History), the online registration form, <https://goo.gl/forms/Hf7otBU8cyuwuYbV2>, must be completed by **August 31, 2018**.

**\*\*No registrations will be accepted after November 5, 2018.\*\***

<b>FSA Algebra 1 +</b>	<b>Geometry +</b>	<b>Biology 1</b>	<b>Civics</b>	<b>US History</b>
<b>In Algebra 1 or Equivalent</b>	<b>In Geometry or Equivalent</b>	<b>In Biology 1 or Equivalent</b>	<b>In Civics or Equivalent (Middle School Only)</b>	<b>In US History or Equivalent (High School)</b>

**+Two Day Test**

<b>Information Needed To Complete Online Registration Form</b>
1.) Student First Name
2.) Student Last Name
3.) Polk ID Number
4.) Student Date of Birth
5.) Grade Level for 2018 – 19
6.) Gender
7.) Race
8.) Hispanic Ethnicity (Y/N)
9.) IEP/504 (Y/N)
10.) ELL Status
11.) Zoned High School
12.) Student's Home Address
13.) Contact Phone Number
14.) Contact Email Address