

# Individual Home School Directions: July 2018 - June 2019

Customer Service: (612) 626-1803  
Website: <http://oms.umn.edu/mstp>

*Fall orders: Postmarked by **October 15, 2018** | Spring orders: Postmarked by **April 1, 2019***

**It is your responsibility to be aware of these dates. Enclose payment with your order. A late fee of \$15.00 per order will be assessed if order forms are not postmarked by the specific date; however, you may still order.**

MSTP offers the following tests to home schools:

- Stanford Achievement Test (SAT) for grades K-12
- Iowa Tests of Basic Skills (ITBS) for grades K-8
- Iowa Tests of Educational Development (ITED) for grades 9-12
- Interest Determination, Exploration and Assessment System (IDEAS) for grades 9-12 and adults (a selfscoring test)
- Career Assessment Inventory (CAI) for grades 10-12 and adults
- Campbell Interest and Skill Survey (CISS) for grade 12 and adults
- Cognitive Abilities Test (CogAT) for grades K-12

The following reports for ITBS/ITED, CogAT and SAT-10 achievement tests are provided:

- Profile Narrative: conveys individual student information to parents depicting national percentile rankings.
- Performance Profile: conveys scores for each subtest, percentile ranks and a graphic plot of the scores (ITBS/ITED/SAT only)
- List of Student Scores: conveys a list of scores for all students including national percentile rankings and grade equivalents
- Parents are able to interpret the ability scores by using this interactive tool: <http://www.hmhco.com/cogat/cogatprofile> (CogAT only)

## Ordering

To order materials for Home School testing, complete the enclosed order form.

## Payment

Enclose a check or money order for the testing you desire. Make payable to "Minnesota Statewide Testing Program". Payment must be included with the attached Order Form. **Do not send cash.** Please send payment to:

**MSTP**  
**879 29th Avenue SE #103**  
**Minneapolis, MN 55414**

## Returning

When returning materials to MSTP, use the correct postage. The post office does not deliver mail with insufficient postage. Return all materials sent to you (test booklet, answer sheet, directions for administration), as tests will not be scored unless all materials have been returned. If you decide not to test, a refund will be sent.

If materials have already been mailed to you, there will be a \$5.00 handling fee charged against your refund.

# Useful Information

**All fall orders must be postmarked by October 15, 2018**

**All spring orders must be postmarked by April 1, 2019**

*Please allow three weeks for your order to be processed and tests shipped.*

## Recommended Testing Dates\*

Test	Fall	Spring
SAT, ITBS, ITED & CogAT	10/1-10/31	4/15-5/15
IDEAS, CAI & CISS	Anytime	Anytime

\*All fall testing must be completed and postmarked to MSTP by **November 30, 2018**

\*All spring testing must be completed and postmarked to MSTP by **May 31, 2019**

## Approximate Total Testing Time (hours : minutes)

Grade K	2:50
Grades 1-8	5:30
Grades 9-12	3:50
IDEAS, CAI, & CISS	Untimed, usually less than one hour
CogAT	2:40

## 2018-2019 Individual Home School Order Form

Fall orders must be postmarked by October 15, 2018

Spring orders must be postmarked by April 1, 2019

**Payment must be included when returning this order form.** Orders without payment will be returned. Please send payment to: **MSTP, 879 29th Ave SE #103, Minneapolis, MN 55414**

**Please complete information below:**

A. Home School Parent/Guardian \_\_\_\_\_ Telephone (\_\_\_\_\_) \_\_\_\_\_

Street Address \_\_\_\_\_

City/Zip \_\_\_\_\_

B. E-mail Address: \_\_\_\_\_

(optional) \_\_\_\_\_

C. Ordered from MSTP Before?  Yes  No

D. Choose **either** the Iowa Tests **or** the Stanford Tests

<i>Indicate the number of students to be tested at each grade level, based on grade level 2017-2018</i>	<i>Cost</i>	<i>Planned test date</i>
Iowa Tests of Basic Skills (ITBS) Grades K-2: K _____ 1 _____ 2 _____	(\$46.00/pupil)	
Iowa Tests of Basic Skills (ITBS) Grades 3-8: 3 _____ 4 _____ 5 _____ 6 _____ 7 _____ 8 _____	(\$41.00/pupil)	
Iowa Tests of Educational Development (ITED) Grades 9-12: 9 _____ 10 _____ 11 _____ 12 _____	(\$41.00/pupil)	
Stanford Achievement Test (SAT) Grades K-2: K _____ 1 _____ 2 _____	(\$47.00/pupil)	
Stanford Achievement Test (SAT) Grades 3-8: 3 _____ 4 _____ 5 _____ 6 _____ 7 _____ 8 _____	(\$42.00/pupil)	
Stanford Achievement Test (SAT) Grades 9-12: 9 _____ 10 _____ 11 _____ 12 _____	(\$42.00/pupil)	
Interest Determination, Exploration & Assessment System (IDEAS): Grades 8-12 and adults (self-scoring) _____	(\$4.00/pupil)	
Career Assessment Inventory (CAI): Grades 10-12, adults _____	(\$11.00/pupil)	
Campbell Interest and Skill Survey (CISS): Grade 12, adults _____	(\$11.00/pupil)	
Cognitive Abilities Test (CogAT): Grades K-2: K _____ 1 _____ 2 _____	(\$35.00/pupil)	
Cognitive Abilities Test (CogAT): Grades 3-12 3 _____ 4 _____ 5 _____ 6 _____ 7 _____ 8 _____ 9 _____ 10 _____ 11 _____ 12 _____	(\$30.00/pupil)	

\*Tests are shipped approximately two weeks before Planned Test Date. Please allow three weeks for processing order. Telephone orders will not be accepted because payment is required. ***If you decide not to test after materials have been mailed, there will be a handling charge of \$5.00 charged against the refund.*** If you want confirmation that your order has been received, enclose a self-addressed stamped envelope and we will return it to you. We can also e-mail you a confirmation, if requested.