

ILLINOIS STATE BOARD OF EDUCATION
 Student Assessment Division
 100 North First Street, E-216
 Springfield, Illinois 62777-0001
 Telephone: 866-317-6034 Fax: 217-782-6097

PSAE 2014 RESCORE PROCEDURES
 (Districts Outside of Chicago 299)

Instructions: Rescore requests received by ISBE later than **Thursday, July 17, 2014, 4:00 p.m. Central Time** will NOT be honored. Please fax or mail (via traceable method) requests using the above information, **Attention: PSAE Rescore Request.**

After the rescore has been completed, a confirmation of the results will be sent to the district superintendent. **The district superintendent will be responsible for any fees associated with this request.**

TEST	FEE
PSAE Day 1	\$45/student (includes all four ACT multiple-choice tests: ACT English, ACT Mathematics, ACT Reading, ACT Science) \$45/student (ACT Writing test only) \$90/student (ACT Plus Writing - includes all four ACT multiple-choice tests and the ACT Writing test)
PSAE Day 2	\$23.10/student (ISBE-Developed Science test) \$23.10/student (WorkKeys Applied Mathematics test) \$23.10/student (WorkKeys Reading for Information test)

Rescore options for each student are as follows:

STUDENT NAME Last, First, MI	SIS ID# (9 DIGITS)	DATE OF BIRTH MM/DD/YYYY	SUBJECT(s)	WHAT TO RESCORE
			Reading	*ACT Reading, WorkKeys Reading for Information, or both
			Math	*ACT Mathematics, WorkKeys Applied Mathematics, or both
			Science	*ACT Science, ISBE-Developed Science, or both
			Writing	*ACT English, ACT Writing, or both

*** Note that all ACT multiple-choice tests will be scored.**

Sample:

STUDENT NAME Last, First, MI	SIS ID# (9 DIGITS)	DATE OF BIRTH MM/DD/YYYY	SUBJECT(s)	WHAT TO RESCORE
Student, Sam W.	123456789	04/25/1996	Reading	Both
			Math	Both
			Writing	ACT Writing

Notes: 1) Results of all rescoring will be considered final. If a rescore should result in a lower score, the lower score will be used for reporting and any appropriate AYP calculations. 2) A change in a Day 1 score or Day 2 score alone may not affect the overall PSAT scale score. Even if the rescore does affect a PSAT scale score, the performance level (Exceeds, Meets, Below, Academic Warning) may not change.

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PSAE 2014 RESCORE REQUEST FORM

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ISBE will confirm the receipt of this request via e-mail to the district superintendent and principal, using the e-mail addresses provided below. ISBE will forward all requests to the appropriate scoring contractor for processing. Before requests are processed, the scoring contractor will contact the district superintendent to confirm the request and disclose any fees that may apply.

DISTRICT NAME AND NUMBER	DISTRICT REGION, COUNTY, DISTRICT, TYPE, SCHOOL CODE ____ - ____ - ____ - ____ - ____ - ____	
NAME OF SUPERINTENDENT	TELEPHONE (Include Area Code)	FAX (Include Area Code)
ADDRESS (Street, City, State, Zip Code)	SUPERINTENDENT E-MAIL	
SCHOOL NAME	SCHOOL REGION, COUNTY, DISTRICT, TYPE, SCHOOL CODE ____ - ____ - ____ - ____ - ____ - ____	
NAME OF SCHOOL PRINCIPAL	TELEPHONE (Include Area Code)	FAX (Include Area Code)
ADDRESS (Street, City, State, Zip Code)	PRINCIPAL E-MAIL	

Original Signature of District Superintendent/Designee

Date

Use the area below to submit rescore requests.

STUDENT NAME Last, First, MI	SIS ID# (9 DIGITS)	DATE OF BIRTH MM/DD/YYYY	SUBJECT(s)	WHAT TO RESCORE

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