

Test Site Application



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Form 1 of 2 ALL TEST SITES

Test Site Information (School)

Test Site Name: _____ ERB Member Number: _____

Test Site Street Address: _____

City: _____ State: _____ ZIP: _____

Phone: (_____) _____ Fax: (_____) _____

Primary ISEE Testing Contact _____

Test Supervisor Position/Title _____

Direct Phone: (_____) _____ Email: _____

The Test Supervisor receives a confirmation email for every test date (event). Review these emails carefully and contact the ISEE Operations Office to make any changes to the test event.

Test Date(s)

Want us to help create your test events? Please enter the relevant details in the table below.

For **paper tests**, families must register at least three weeks before the test date to avoid paying the late registration fee. Registration closes completely 14 days before the test date. If the test site chooses to allow walk-ins, families may register online only with the walk-in code provided by the test site. If there are no students registered two weeks before the test date, no paper test materials are shipped to the school. For **online tests**, families can register up to three days before the test date.

ISEE Levels: Primary (Grades 2-4); Lower (Grades 5-6); Middle (Grades 7-8); Upper (Grades 9-12)

Test Date (MM/DD/YYYY)	Open to the public or Closed for your applicants only? (Select one)	Primary, Lower, Middle, & Upper Tests Offered* (Select from Grades 2 to 12)	Test Format (Select all that apply)			Student Check-In Time	Test Start Time	Max Capacity (Standard)	Max Capacity (Accommodations**)	Walk-Ins Offered?† (Select one)
Sample: 1/04/2021	<input checked="" type="checkbox"/> Open <input type="checkbox"/> Closed	Applying to Grades <u>5</u> to <u>8</u>	Online At School	Online At Home	Paper	8:30AM	9:00AM			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
1.	Open Closed	Applying to Grades ___ to ___	Online At School	Online At Home	Paper					Yes No
2.	Open Closed	Applying to Grades ___ to ___	Online At School	Online At Home	Paper					Yes No
3.	Open Closed	Applying to Grades ___ to ___	Online At School	Online At Home	Paper					Yes No
4.	Open Closed	Applying to Grades ___ to ___	Online At School	Online At Home	Paper					Yes No
5.	Open Closed	Applying to Grades ___ to ___	Online At School	Online At Home	Paper					Yes No
6.	Open Closed	Applying to Grades ___ to ___	Online At School	Online At Home	Paper					Yes No
7.	Open Closed	Applying to Grades ___ to ___	Online At School	Online At Home	Paper					Yes No
8.	Open Closed	Applying to Grades ___ to ___	Online At School	Online At Home	Paper					Yes No

* Primary exams for students applying to Grades 2–4 are only available in the online test format.

** Please complete Form 2 if you're offering accommodations.

† Walk-ins are only available in the paper test format.

What Levels Do I Need?

ISEE testing levels are based on the grade to which the student is **applying**. Use the chart below to check the appropriate level for each application grade.

Application Grade	Level
Grades 2 - 4	Primary
Grades 5 - 6	Lower
Grades 7 - 8	Middle
Grades 9 - 12	Upper

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Form 2 of 2 ACCOMMODATIONS ONLY

Common Accommodations Offered

If your test site is offering testing with accommodations, please complete the following sections to indicate the specific levels and accommodations offered.

Primary Level ISEE (Applicants to Grades 2 through 4—Online Only)

Test Setting	Accommodations <small>(Select all accommodations that you can administer)</small>	Total Number of Students
Group Testing (These three types of accommodations can be administered in one room)	Extended Time (1.5x Time)	
	Double Time (2x Time)	
	Calculator—Provided by Family	
One-on-One Setting	Reader (Individual)	

Lower Level ISEE (Applicants to Grades 5 and 6)

Test Setting	Accommodations <small>(Select all accommodations that you can administer)</small>	Total Number of Students
Group Testing (These four types of accommodations can be administered in one room)	Extended Time (1.5x Time)	
	Double Time (2x Time)	
	Large Print Test and Circle Answers in Test Booklet	
	Mark Answers in Test Booklet	
Group Testing	Computer for Essay (Includes Spell Check)	
One or More (Two Students Max)	Reader	
One-on-One Setting	Scribe (Individual)	

Middle and Upper Level ISEE (Applicants to Grades 7 through 12)

Test Setting	Accommodations <small>(Select all accommodations that you can administer)</small>	Total Number of Students
Group Testing (These four types of accommodations can be administered in one room)	Extended Time (1.5x Time)	
	Double Time (2x Time)	
	Large Print Test and Circle Answers in Test Booklet	
	Mark Answers in Test Booklet	
	Calculator—Provided by Family	
Group Testing	Computer for Essay (Includes Spell Check)	
One or More (Two Students Max)	Reader	
One-on-One Setting	Scribe (Individual)	

If you have questions about accommodations, please email iseeaccommodations@erblearn.org.