### **Guidelines for the lowa Tests**

Iowa Tests of Basic Skills (ITBS), Grades K-8
Iowa Test of Educational Development (ITED), Grades 9-12

#### PLAN B GIFTED PROGRAM ELIGIBILITY



2020-2021

MIAMI-DADE COUNTY PUBLIC SCHOOLS ASSESSMENT, RESEARCH, AND DATA ANALYSIS STUDENT ASSESSMENT AND EDUCATIONAL TESTING

#### **Miami-Dade County Public Schools**

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#### **THE IOWA TESTS 2020-2021**

#### PROGRAM OVERVIEW

The lowa Tests provide thirteen levels of assessment for students in kindergarten through grade 12, across two components: The *Iowa Test of Basic Skills* (ITBS) and the *Iowa Test of Educational Development* (ITED). The first four levels (5-8) of the ITBS, Complete/Core Battery, Form C will be used to measure achievement of children in kindergarten through second grade; the ITBS, Survey Battery, Form C (levels 9-14) will be used for children in third grade through eighth grade. The three levels (15-17/18) of the *Iowa Test of Educational Development* (ITED), Core Battery, Form C measure basic academic skills in grades 9-12.

This program guide will provide specific information on the use of the lowa Tests as it applies to assist in the determination of students' eligibility for the Plan B Gifted program. To facilitate scoring, the ITBS for grades K-8 in Reading and Mathematics will be scanned and scored via the Performance Matters (PM) testing platform. The lowa Tests are nationally norm-referenced standardized assessments, used across the country for state and federal accountability systems. As such, it is essential that the test materials and scoring information be stored and used according to standard procedures for maintaining test security.

#### **SCHEDULE OF ACTIVITIES**

The lowa Tests are not administered as a census administration to all students at one time districtwide. Instead, the tests are administered to eligible students on an asneeded basis. Test levels and qualifying scores vary depending on the administration date, according to the following testing windows for the 2020-21 school year:

Fall: August 31, 2020 – November 24, 2020 Mid-Year: November 30, 2020 – February 26, 2021

Spring: March 1, 2021 - May 14, 2021

Please note that norms are not available for the conversion of student scores during the summer.

The lowa Tests are provided for specific use as outlined on pages 1-7 of this document. They may not be used as pre/post tests for any purpose.

#### STUDENTS TO BE TESTED

The lowa Tests may be administered on an as needed basis for the following purposes:

 The Reading and Mathematics subtests may be administered to students in grades K to 12 who have no other test scores available for determining eligibility for placement into the Gifted Programs under the District's Plan B gifted criteria.

#### **REQUIRED MATERIALS**

Schools must order materials through the Test Distribution Center (TDC) documents link <a href="http://oada.dadeschools.net/TDC/TDC.asp">http://oada.dadeschools.net/TDC/TDC.asp</a>. Materials should only be ordered for eligible students as large quantities will be subject to approval. Remember that these materials may remain at the school site to be used on an as-needed basis, but must be stored in a secure, access-restricted location at all times.

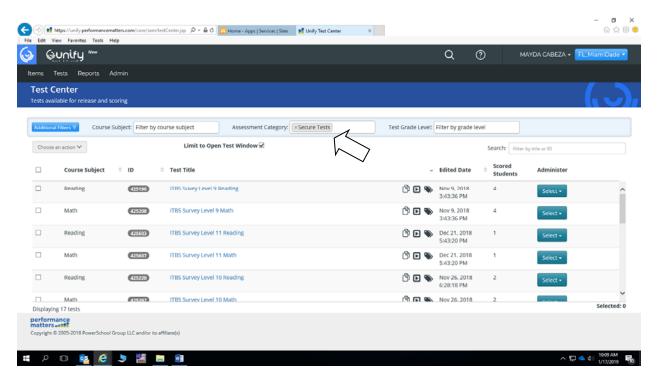
Please refer to Appendix A-1 to determine subtests and test levels to be administered, based on grade level, and time of year (fall, midyear, or spring).

#### **Test Booklets**

Test booklets for test level 5R through level 8 (Grades K-2) are consumable and students mark their answers directly in the test booklets. Test booklets for test levels 9 through level 17/18 (Grades 3-12) are not consumable and will be reused in subsequent years. So, students should refrain from marking in the *lowa* Test booklets at these levels.

#### **Answer Sheets**

Answer sheets for use with test level 5R - 14 for use with grades K-8 are available in the PM testing platform. Answer sheets may only be accessed by the PM administrator. The Admin must click on Test Center and under the Assessment Category box, select Secure Tests from the drop down menu. Answer sheets will show as ITBS answer document with the appropriate levels. Since students may mark in the *lowa* Test booklets for test levels 5R-8, those responses **must be transcribed** by school staff to the appropriate answer sheet for scanning and scoring. Students in grades 3-12 will record their answers directly on the appropriate answer sheets printed from PM.



Test booklets and Directions for Administration are copyrighted materials and may not be duplicated.

#### **Printing Answer Sheets**

Once the answer sheet for the appropriate test level is located, go to the green drop down menu that reads Select and scroll down to find Release Online/Paper Based. Click on Release Online/Paper Based to generate the student answer sheets.

#### PREPARING FOR TESTING

#### Preparing for Administration

The lowa Tests may be administered to students on either an individual or a group basis. The test administrator must be familiar with the lowa Tests *Directions for Administration*, administration procedures, and the *Miami-Dade County Public Schools: Standards, Guidelines, and Procedures for Test Administration and Test Security.* In order to obtain valid test scores, it is important to adhere to the following guidelines:

- 1. Prior to test administration, ensure that students are being administered the **correct test level and subtest** for the time of year and grade level.
- 2. Ensure that there are test materials for each student and also a set for the test administrator to use for reference.
- 3. Students must be provided with a comfortable test setting, free from interruptions and distractions, with adequate seating and lighting.
- 4. When more than one student is being tested, adequate space should be provided between students to ensure that they work independently.
- 5. Test administrators must read the directions exactly as written and adhere to test guidelines and time restrictions.
- 6. Students must be administered the sample items in each section in order to familiarize them with the type of item and response requirements.
- 7. Students must be provided with brief breaks if more than one test section is being administered on the same day.
- 8. Students may not talk with each other or use notes or reference materials during the test. However, scratch paper is allowable for the mathematics subtests.
- 9. Students may **not** use calculators at any time on the mathematics subtest.
- 10. Answer sheets may be reproduced as needed, but test booklets and Directions for Administration **may not be reproduced.**

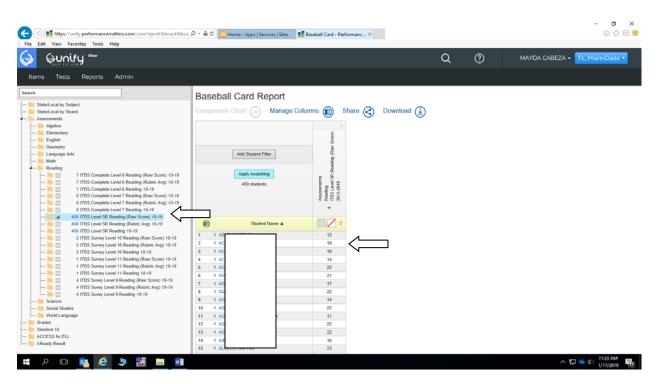
#### ADMINISTERING THE TEST

To ensure that the students' obtained norm-referenced test scores are valid, it is important that the appropriate procedures are followed when administering the lowa Tests. These procedures include:

- Administration of the appropriate test levels and subtests for the grade level, program, and time of year;
- Adherence to directions to provide a standardized administration;
- Accurate scanning of student answer documents via Performance Matters;
- Maintenance of test security and the confidentiality of student records.

#### **Pulling Reports from Performance Matters**

Once students have completed, scan all answer sheets via PM. Only the schools Admin will have access to the secure results. Click on the Reports tab to locate Baseball Card. Please note that it may take up to 24 hours for results to display in Baseball Card. In Baseball Card, the school Admin will select the Assessment folder. If students tested with both the reading and the math, the scores will need to be obtained separately by subject. For example, in the Assessment folder, click Reading. Check the box with the appropriate test level that will generate the results with the (Raw Score). Please see sample below. Add student filters as needed and then repeat the same procedure to obtain the math raw score in the Assessment folder.



Please note that the raw score (items correct) will be needed for score conversions. The raw score will need to be applied to the appropriate conversion tables located at the end of Appendix B in order to convert the raw score into a percentile rank.

For questions concerning *lowa* testing procedures or assistance with score conversions, please contact Student Assessment and Educational Testing, at 305-995-7520.

#### REPORTING OF RESULTS

#### Gifted

Refer to Appendix A for a description of the procedures to be used to determine Gifted program eligibility. Please contact the Division of Advanced Academic Programs, at 305-995-1934 for questions regarding eligibility and procedures for gifted placement.

# Appendix A The *lowa Tests* (ITBS/ITED) Table to Determine Test Form and Level In Grades K-12 for Gifted Eligibility

## TABLE A-1 The *lowa T*ests (ITBS/ITED) Determination of Test Form and Level Grades K – 12 For Gifted Eligibility

		IC	DWA TESTS OF	BASIC SKILLS (ITBS), COMPLETE/CORE BATTERY, FORM C GRADES K—2									
Fall	GRADE Mid-Y	Spring	TEST LEVEL	SUBTEST	# OF ITEMS	TESTING TIME IN MINUTES							
К	к	K	Level 5R	Reading (Words, Pictures, and Word Attack)	23	25*							
				Mathematics	29	25*							
1			Level 6	Reading (Words, Pictures, Word Attack, Sentences, Picture Story, and Story)	48	43*							
				Mathematics	35	25*							
2	1	1	Level 7	Reading (Picture Stories, Sentences, and Stories)	34	35*							
				Math Problems	28	25*							
	2	2	Level 8	Reading (Picture Stories, Sentences, and Stories)	38	35*							
				Math Problems	30	25*							
			IOWA TI	ESTS OF BASIC SKILLS (ITBS), SURVEY BATTERY, FORM C GRADES 3—8									
GRADE TEST SUBTEST # OF ITEMS MINUTES  Reading (Parts 1 and 2) 27 30													
	2		LovelO	Reading (Parts 1 and 2)	27	30							
	3		Level 9	Math (Parts 1 and 2)	23	25							
				Reading (Parts 1 and 2)	30	30							
	4		Level 10	Math (Barta 4 and 0)	25	0.5							
				Math (Parts 1 and 2)  Reading (Parts 1 and 2)	25 32	25 30							
	5		Level 11	rodding (Farto Farta 2)									
				Math (Parts 1 and 2)	28	25							
	6		Level 12	Reading (Parts 1 and 2)	34	30							
				Math (Parts 1 and 2)	30	25							
	7		Level 13	Reading (Parts 1 and 2)	36	30							
	•		2010.10	Math (Parts 1 and 2)	33	25							
			Lavel 44	Reading (Parts 1 and 2)	37	30							
	8		Level 14	Math (Parts 1 and 2)	35	25							
		IC	DWA TESTS OF	EDUCATIONAL DEVELOPMENT (ITED), CORE BATTERY, FORM C GRADES 9—12		1 2							
	GRADE		TEST LEVEL	SUBTEST	# OF ITEMS	TESTING TIME IN MINUTES							
	9		Level 15	Reading Comprehension	44	40							
				Mathematics: Concepts and Problem Solving	40	40							
	10		Level 16	Reading Comprehension	44	40							
				Mathematics: Concepts and Problem Solving  Reading Comprehension	40 44	40 40							
	11		Level 17/18	Troubling Comprehension									
				Mathematics: Concepts and Problem Solving	40	40							
	12		Level 17/18	Reading Comprehension	44	40							
L	mated Test			Mathematics: Concepts and Problem Solving	40	40							

\*Time is estimated. Test is dictated. Administered for determining eligibility for Plan B Gifted Program.

# Appendix B Testing Procedures and Score Conversions for Plan B Gifted Program Eligibility

### IOWA TESTS FOR GIFTED ELIGIBILITY UNDER THE DISTRICT PLAN B

The Iowa Tests will be used by the district for students lacking FSA or SAT-10 scores to determine student eligibility for the Gifted Program as outlined in the *District Plan to Increase the Participation of Underrepresented Students in the Gifted Program* (Plan B).

#### STUDENTS TO BE TESTED

Students should **only** test with the lowa Tests when other test scores are unavailable for determining eligibility. Therefore, students must **not** be tested with the lowa Tests if they have reading and mathematics scores on the SAT-10 or FSA. Please refer to the matrix scoring system for Plan B Gifted.

#### **IMPORTANT TESTING REMINDERS**

Adhere to the following reminders when testing for Gifted eligibility:

- All documentation and referrals for the gifted program should be completed prior to testing. The lowa Tests should not be used as a screening instrument for eligibility.
- Refer to Table A-1 to identify the correct test form, level, and subtests to be administered to a student.
- Students in grades K-10 should not be tested with the lowa Tests after March 5, 2021, as other standardized assessments are administered in Spring 2021 (i.e. SAT-10 or FSA). Orders placed after that date will not be filled. Students referred for Plan B Gifted who participated in the SAT-10 or FSA administrations must wait until results become available.
- Whenever possible, it is recommended that additional criteria (e.g., grades earned, courses completed, and teacher judgment) be used in conjunction with the lowa Tests to determine appropriate student placement.

#### REPORTING RESULTS

Table A-1 is to be used to determine the appropriate test level and subtests, to be administered to students for Gifted placement eligibility. This table also includes the number of test items and testing time in minutes for each subtest. After administering

the appropriate tests to the student, scan and score answer documents for each subtest using the Performance Matters testing platform. Within 24 hours, the number of items **correct (raw score)** on each subtest will be provided for each student tested in Baseball Card under the Report pull down menu. The raw score should be written on the answer sheet and then placed into the student's CUM. Once this is completed, any used consumable test booklets should be securely shredded <u>after</u> placement decisions have been made.

#### Score conversions for Gifted Plan B Testing

Six tables, C-1 through C-6 are provided to carry out score conversions in the Fall, Midyear and Spring, for reading and mathematics subtests. These tables provide the raw scores that correspond to given percentile ranks, according to grade level, test level, and time of year. Separate tables are provided for reading subtests and mathematics subtests in each testing window, as follows:

- Fall Administration (August 31, 2020 November 24, 2020)
  - o Table B-1 Reading / Reading Comprehension
  - Table B-2 Mathematics / Mathematics Problems / Math / Mathematics:
     Concepts and Problem Solving
- Mid-year Administration (November 30, 2020 February 26, 2021)
  - o Table B-3 Reading / Reading Comprehension
  - Table B-4 Mathematics / Mathematics Problems / Math / Mathematics:
     Concepts and Problem Solving
- Spring Administration (March 1, 2021 May 14, 2021)
  - o Table B-5 Reading / Reading Comprehension
  - Table B-6 Mathematics / Mathematics Problems / Math / Mathematics:
     Concepts and Problem Solving

Please note that only raw scores corresponding to the 80<sup>th</sup> percentile rank and above are included. These tables are used exclusively for the determination of possible student eligibility for the Gifted Program under Plan B guidelines. The program eligibility and placement guidelines are outlined in the *District Plan to Increase the Participation of Underrepresented Students in Gifted Programs*.

The following procedures should be used to determine each student's eligibility status.

 After administering the appropriate test to the student, scan and score each answer sheet. Verify the student's raw (number correct) score from the Baseball Card report.

- 2. Using the appropriate table for the subtest and administration time (B-1 through B-6), find the row indicating the test level administered to the student.
- 3. Moving along the row for the test level administered, locate the student's number correct score, and then move up the column to find the percentile rank corresponding to that number correct score. This is the student's obtained percentile rank for that subtest.
- 4. If the student's number correct score is lower than any given in that row, the score corresponds to a percentile rank lower than the 80<sup>th</sup> percentile so the student would not meet the eligibility criteria (see the *District Plan to Increase the Participation of Underrepresented Students in Gifted Programs* (Plan B) for eligibility information.

The following examples will clarify procedures to follow for gifted program eligibility:

**Example A:** A seventh grade student, identified as a possible candidate for the Gifted Program, was administered the ITBS Survey Battery Level 13 *Reading* in March and obtained a number correct score of 32. Looking at the table for a spring administration of the reading subtest (Table B-5), you see that a score of 32 corresponds to a percentile rank of 96. Transfer this information to the eligibility determination form in the referral packet.

**Example B:** A fourth grade student, identified as a possible candidate for the Gifted Program, was administered the ITBS Survey Battery Level 10 *Math* in October and obtained a number correct score of 16. Looking on the appropriate table B-2, you can see that the raw score does not appear on the conversion table. This raw (number correct) score corresponds to a percentile rank of below the 80<sup>th</sup> percentile, and does not appear on the conversion table, so the student would not meet the eligibility criteria.

#### GIFTED PROGRAM ELIGIBILITY INFORMATION

For questions regarding eligibility and procedures for gifted placement, please contact the Division of Advanced Academic Programs, at 305-995-1934. For questions concerning lowa testing procedures or assistance with score conversions, please contact Student Assessment and Educational Testing, at 305-995-7520.

**TABLE B-1** 

## FALL TESTING: August 31 – November 24 lowa Tests for Grades K-12, Form C Reading/Reading Comprehension

#### Percentile Ranks Corresponding to Selected Raw Scores

#### FOR GIFTED ELIGIBILITY PLAN B USE ONLY

Grade	Test	80%ile	81%ile	82 %ile	83 %ile	84 %ile	85 %ile	86 %ile	87 %ile	88 %ile	89 %ile	90 %ile	91 %ile	92 %ile	93 %ile	94 %ile	95 %ile	96 %ile	97 %ile	98 %ile	99 %ile
K	Complete Battery, 5R		13							14				15		16		17		18	19-23
1	Complete Battery, 6			38-39		40		41		42		43		44		45		46		47	48
2	Core Battery, 7					31						32				33		34			
3	Survey Battery, 9				21					22				23					24		25-27
4	Survey Battery, 10		22				23					24			25		26			27	28-30
5	Survey Battery, 11	23			24				25			26			27				28		29-32
6	Survey Battery, 12				27				28			29				30			31		32-34
7	Survey Battery, 13			27					28			29			30			31		32	33-36
8	Survey Battery, 14			29					30			31				32		33		34	35-37
9	Core Battery, 15			35		36			37			38			39			40		41	42-44
10	Core Battery, 16			36			37				38		39			40		41		42	43-44
11	Core Battery, 17/18				36			37				38		39			40		41		42-44
12	Core Battery, 17/18			37				38				39			40		41		42		43-44

**TABLE B-2** 

### FALL TESTING: August 31 – November 24 lowa Tests for Grades K-12, Form C

#### Mathematics/Math Problems/Math/Mathematics: Concepts and Problem Solving

#### Percentile Ranks Corresponding to Selected Raw Scores

#### FOR GIFTED ELIGIBILITY PLAN B USE ONLY

Grade	Test	80%ile	81%ile	82 %ile	83 %ile	84 %ile	85 %ile	86 %ile	87 %ile	88 %ile	89 %ile	90 %ile	91 %ile	92 %ile	93 %ile	94 %ile	95 %ile	96 %ile	97 %ile	98 %ile	99 %ile
K	Complete Battery, 5R		23				24						25						26		27-29
1	Complete Battery, 6				30								31					32			33-35
2	Core Battery, 7				25						26					27				28	
3	Survey Battery, 9		14				15				16					17			18		19-23
4	Survey Battery, 10	17				18					19				20				21		22-25
5	Survey Battery, 11	20					21					22			23				24		25-28
6	Survey Battery, 12				21						22		23				24			25	26-30
7	Survey Battery, 13	23			24			25					26			27			28		29-33
8	Survey Battery, 14	22				23				24		25		26			27	28	29	30	31-35
9	Core Battery, 15	25			26		27			28		29	30		31		32	33		34-35	36-40
10	Core Battery, 16	26		27		28			29		30	31		32		33		34	35	36	37-40
11	Core Battery, 17/18		24		25		26		27		28		29	30	31		32	33		34	35-40
12	Core Battery, 17/18			27		28		29		30	_	31	32			33	34	35		36-37	38-40

**TABLE B-3** 

## MID-YEAR TESTING: November 30 – February 26 Iowa Tests for Grades K-12, Form C Reading/Reading Comprehension

#### Percentile Ranks Corresponding to Selected Raw Scores

#### FOR GIFTED ELIGIBILITY PLAN B USE ONLY

Grade	Test Level	80%ile	81%ile	82 %ile	83 %ile	84 %ile	85 %ile	86 %ile	87 %ile	88 %ile	89 %ile	90 %ile	91 %ile	92 %ile	93 %ile	94 %ile	95 %ile	96 %ile	97 %ile	98 %ile	99 %ile
K	Complete Battery, 5R				16					17				18				19	20	21-22	23
1	Core Battery, 7	24			25		26			27	28			29		30		31		32-33	34
2	Core Battery, 8				32				33				34				35		36	37	38
3	Survey Battery, 9			22						23						24				25	26-27
4	Survey Battery, 10					24					25			26				27		28	29-30
5	Survey Battery, 11			25				26				27					28			29	30-32
6	Survey Battery, 12				28				29				30					31		32	33-34
7	Survey Battery, 13				28				29				30			31			32		33-36
8	Survey Battery, 14					30				31				32			33		34		35-37
9	Core Battery, 15			36			37			38			39			40			41	42	43-44
10	Core Battery, 16	36				37			38				39		40		41		42		43-44
11	Core Battery, 17/18		36				37			38			39			40		41		42	43-44
12	Core Battery, 17/18		37				38				39			40			41		42		43-44

**TABLE B-4** 

#### MID-YEAR TESTING: November 30 - February 26

#### Iowa Tests for Grades K-12, Form C

#### Mathematics/Math Problems/Math/Mathematics: Concepts and Problem Solving

#### Percentile Ranks Corresponding to Selected Raw Scores

#### FOR GIFTED ELIGIBILITY PLAN B USE ONLY

Grade	Test Level	80%ile	81%ile	82 %ile	83 %ile	84 %ile	85 %ile	86 %ile	87 %ile	88 %ile	89 %ile	90 %ile	91 %ile	92 %ile	93 %ile	94 %ile	95 %ile	96 %ile	97 %ile	98 %ile	99 %ile
K	Complete Battery, 5R	25										26							27	28	29
1	Core Battery, 7				21					22				23				24	25	26	27-28
2	Core Battery, 8				24					25				26				27		28	29-30
3	Survey Battery, 9			16						17						18				19	20-23
4	Survey Battery, 10					19					20					21			22	23	24-25
5	Survey Battery, 11		21				22					23					24			25	26-28
6	Survey Battery, 12						22			23				24				25			26-30
7	Survey Battery, 13				25					26			27				28			29	30-33
8	Survey Battery, 14		23			24			25			26			27	28		29	30		31-35
9	Core Battery, 15		26		27			28	29		30		31			32	33		34-35	36	37-40
10	Core Battery, 16	27		28			29		30		31		32		33		34	35		36	37-40
11	Core Battery, 17/18	25			26		27		28		29		30	31		32	33		34	35	36-40
12	Core Battery, 17/18		27		28		29		30		31	32			33	34		35	36	37	38-40

TABLE B-5
SPRING TESTING: March 1 – May 14
lowa Tests for Grades K-12, Form C
Reading/Reading Comprehension

## Percentile Ranks Corresponding to Selected Raw Scores FOR GIFTED ELIGIBILITY PLAN B USE ONLY

Grade	Test Level	80%ile	81%ile	82 %ile	83 %ile	84 %ile	85 %ile	86 %ile	87 %ile	88 %ile	89 %ile	90 %ile	91 %ile	92 %ile	93 %ile	94 %ile	95 %ile	96 %ile	97 %ile	98 %ile	99 %ile
K	Complete Battery, 5R		18						19				20			21			22	23	
1	Core Battery, 7				29					30				31			32		33	34	
2	Core Battery, 8					34					35				36				37		38
3	Survey Battery, 9			23								24						25			26-27
4	Survey Battery, 10					25				26					27				28		29-30
5	Survey Battery, 11		26					27						28				29		30	31-32
6	Survey Battery, 12				29					30						31			32		33-34
7	Survey Battery, 13					29			30					31				32		33	34-36
8	Survey Battery, 14		30					31			32				33			34		35	36-37
9	Core Battery, 15				37			38				39			40			41	42		43-44
10	Core Battery, 16				37			38				39		40			41	42			43-44
11	Core Battery, 17/18	36				37			38				39		40			41		42	43-44
12	Core Battery, 17/18	37				38				39			40			41		42		43	44

## TABLE B-6 SPRING TESTING: March 1 – May 14 lowa Tests for Grades K-12, Form C

### Mathematics/Math Problems/Math/Mathematics: Concepts and Problem Solving Percentile Ranks Corresponding to Selected Raw Scores

#### FOR GIFTED ELIGIBILITY PLAN B USE ONLY

Grade	Test Level	80%ile	81%ile	82 %ile	83 %ile	84 %ile	85 %ile	86 %ile	87 %ile	88 %ile	89 %ile	90 %ile	91 %ile	92 %ile	93 %ile	94 %ile	95 %ile	96 %ile	97 %ile	98 %ile	99 %ile
K	Complete Battery, 5R												27						28		29
1	Core Battery, 7			23					24					25				26			27-28
2	Core Battery, 8	25					26					27					28			29	30
3	Survey Battery, 9	17									18						19			20	21-23
4	Survey Battery, 10					20						21				22			23		24-25
5	Survey Battery, 11	22					23						24					25		26	27-28
6	Survey Battery, 12	22				23					24					25				26	27-30
7	Survey Battery, 13					26				27				28				29		30	31-33
8	Survey Battery, 14		24			25			26			27		28		29		30		31	32-35
9	Core Battery, 15	27			28		29		30		31			32		33	34	35	36	37	38-40
10	Core Battery, 16	28			29		30		31			32		33		34	35		36	37	38-40
11	Core Battery, 17/18		26		27			28		29		30	31		32	33		34	35	36	37-40
12	Core Battery, 17/18		28		29		30			31	32			33	34		35	36	37		38-40