



# End-Of-Course Tests (EOCT) Update Bulletin

11/30/2011

## Winter 2011 Calendar

November 14 –16  
First Round Winter 2011  
materials delivered to  
systems

November 28 –29  
Second Round Winter  
2011 materials delivered to  
systems

December 12 –13  
Third Round Winter 2011  
materials delivered to  
systems

November 28 – January 6  
Winter 2011 EOCT  
Administration

December – January  
Winter 2011 EOCT class  
rosters posted  
electronically to  
PearsonAccess

## Spring 2012 Calendar

January 3 – 13  
Spring 2012 enrollment  
counts entered on  
PearsonAccess

January 3 – 13  
Spring 2012 local scanning  
enrollment entered on  
PearsonAccess

January 17 – 27  
January 2012 Retest  
Administration

April 23 – June 1  
Spring 2012 EOCT  
Administration

The primary purposes of the End-Of-Course Tests (EOCT) are to assess student achievement of the state adopted curriculum in core courses and to provide diagnostic data in support of improved student achievement.

There are ten courses designated by the State Board of Education that require the EOCT: Ninth Grade Literature and Composition, American Literature and Composition, Mathematics I and Mathematics II, GPS Algebra and GPS Geometry, U. S. History, Economics/Business/Free Enterprise, Biology I, and Physical Science. The EOCT serves as the final exam for the above courses. The EOCT score serves as either 15% or 20% of the students' final course grade dependent upon their date of enrollment in grade nine.

### STUDENTS TO BE TESTED

Any student enrolled in an EOCT course, regardless of grade level, must take the appropriate EOCT. This includes students enrolled in credit recovery or "make-up" courses and alternative schools. In addition, middle school students who are enrolled in EOCT courses must take the EOCT regardless of whether they are receiving high school credit for the course. Students enrolling in your systems from non-accredited programs are required to take and pass the EOCT with a minimum of 70 grade conversion score in order to earn credit for the course.

### ADMINISTRATION

All EOCT must be administered and supervised by a Georgia-certified educator. All Examiners and Proctors must be trained in test procedures prior to test administration. Maintaining test security and test integrity is critical. Students and teachers need to understand test protocols and the ramifications of not following testing procedures. Please ensure examiners are circulating the room, monitoring student behavior during the test.

Systems have the option to test at any time during the state's testing window (November 28- January 6). However, individual subject areas should continue to be administered on the same or consecutive days within a system. Make-up opportunities must be provided for students who are absent during testing. If a student is absent on the day of testing and misses all make-up opportunities during the testing window, districts may assign that student a grade of "Incomplete" and allow them to make up during the next available testing window. After sufficient attempts have been made, schools may issue a zero for the applicable percentage of the final course grade, or an Incomplete. Document all attempts to test students and notify parents.

**State-Directed Use Only:** Please note the State-Directed Use Only section on students' answer documents. SDU A is to be used for coding students enrolled in Georgia Network of Educational and Technical Support (GNETS) programs (formerly psychoeducational centers) and Georgia Virtual Schools (GAVS).

SDU B is to be used for reporting testing irregularities and invalidations. This section should not be used unless directed to do so by the GaDOE. In the event that a testing irregularity occurs, school level staff should contact the System Test Coordinator. The System Test Coordinator will report the irregularity to GaDOE and instructions will be provided for coding. Irregularities must be documented on the GaDOE portal, using the Testing Irregularity Form

**Testing Irregularities:** A testing irregularity must be dealt with immediately. All irregularities must be coded, with documentation completed and submitted using the Testing Irregularity Form in the MyGaDOE portal. In addition to the student's name and EOCT administered, please include form numbers for each student listed in your documentation.

**Return of Materials:** Please return all completed answer documents with classroom identification sheets overnight using the return labels and air bills provided; and all test booklets (used and unused) ground transportation using the return labels and freight bills provided. Please use the Next Day Air labels/Air bills only for answer documents. You must call the carrier (freight only) at least 24 hours in advance to arrange your pick-up of test booklets.

**Scoring and Reporting:** On-Demand Preliminary Class Rosters, Preliminary Class Rosters, Class Rosters and Individual Student Reports (for systems that requested them electronically) will be posted on PearsonAccess. Summary reports and the paper version of Individual Student Reports will be mailed to systems after the close of the state's testing window. System data files are now available in PearsonAccess once class rosters and ISR's are available, and will also be posted to the GaDOE portal after the close of the state's testing window.

## RESOURCES

For more information on EOCT testing administration, please refer to the Student Assessment Handbook on the Department of Education's website at [http://www.gadoe.org/ci\\_testing.aspx](http://www.gadoe.org/ci_testing.aspx)

The Test Coordinators and Examiner's Manuals, and EOCT Pre-administration PowerPoint presentation are also posted on the website. To access these documents, go to: [http://www.doe.k12.ga.us/ci\\_testing.aspx?PageReq=CI\\_TESTING\\_EOCT](http://www.doe.k12.ga.us/ci_testing.aspx?PageReq=CI_TESTING_EOCT).

Please print and review documents prior to testing and utilize when training your staff.

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