

Supplemental Instructions for Braille Test Booklet Kits

The Braille versions of the achievement tests are intended for students whose IEP or 504 Plan specifies the use of Braille materials. The Braille test booklets consist of comb-bound, 11½-x-11-inch single-sided Braille pages. The kits are packaged by grade. One kit should be used for each student.

Materials Included in the Braille Kit:

- A comb-bound, Braille test booklet
- A regular Form A test booklet
- A scannable answer document (for grades 5–8 only)
- This sheet of supplemental instructions

Administering a Test Using a Braille Kit

Because of the large-sized Braille test booklet and the likelihood that the student may require a scribe or an assistive device to record his or her responses, vision-impaired students may need to be tested in a separate test administration. This should be specified in the student's IEP or 504 Plan.

After the Test Administration

Following the test administration, the student's multiple-choice responses and constructed and extended responses must be transcribed verbatim into the regular Form A test booklet or answer document. This should be done by a licensed/certificated school or district employee. The regular test booklet or answer document into which the answers were transcribed must be returned to your STC along with other scorable test materials.

The student's pre-identification label must be placed on this regular test booklet or answer document — not on the Braille test booklet itself. If the student does not have a pre-identification label, you must complete the demographic information on the back cover of the regular test booklet or answer document.

Please note: separate sheets added to the test booklet or answer document will not be scored. The Braille test booklet is nonscorable and should be returned to your STC with other nonscorable materials.