

# North Carolina End-of-Course Assessment—English II SPRING 2017

## NON-PUBLIC PARTICIPATION FORM

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Questar Assessment, Inc. is the scoring vendor for this assessment.

To participate in this program it is necessary for the Test Coordinator to complete this form and return it to Questar along with a Purchase Order by **April 10, 2017**. A paper copy of your PURCHASE ORDER is required to participate. Please write your purchase order number on this form and mail or fax a hard copy to the address or fax number below. Registration and training with the North Carolina Non-Public Schools Test Coordinator (NPSTS) is required to participate in this test.

THE COST for SCORING, REPORTING, AND SHIPPING  
**\$8.25 PER Assessment BOOKLET**

The Spring test administration is **March 1, 2017 to June 23, 2017**.

The following actions are needed for participation:

- ❖ Return this form to Questar Assessment, Inc. to acknowledge participation by April 10, 2017.
- ❖ Register with the North Carolina NPSTS for the Spring Testing Session.
  - Testing materials will be shipped only after completing test administration training with NPSTS.
  - Shipping instructions will be included with the test materials.
  - Completed testing materials must be shipped to Questar the day after testing, but no later than **June 20, 2017**.
  - If you have any questions regarding the 2016–2017 NC English II End of Course Assessment, please contact Debby Hagemann at 919-515-4624 or at [debby\\_hagemann@ncsu.edu](mailto:debby_hagemann@ncsu.edu).
  - An email will be sent to the address listed above confirming that this document has been received by Questar and the number of assessments you are testing.

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### THE COST FOR SCORING AND REPORTING IS **\$8.25 PER TEST BOOKLET**

Please fax or mail this form and a purchase order to Questar Assessment, Inc.  
After faxing, please email [customerservice@questarai.com](mailto:customerservice@questarai.com) or  
call toll free at 1-877-997-0422 to confirm receipt of fax.

FAX # 1-866-688-0419  
Attn: NC Eng II EOC Customer Support

MAILING ADDRESS:  
Questar Assessment, Inc.  
Attn: Materials Receiving  
14720 Energy Way  
Saint Paul, MN 55124

**THIS FORM MUST BE RETURNED BY APRIL 10, 2017**

**(Please Print)**

Test Coordinator Name: \_\_\_\_\_

Email Address: \_\_\_\_\_ School Code: \_\_\_\_\_

School Name: \_\_\_\_\_

School Delivery Address: \_\_\_\_\_

*(Please do not use PO Box addresses)*

City/ State/ Zip: \_\_\_\_\_

School Phone: \_\_\_\_\_

School Fax: \_\_\_\_\_

Purchase Order: \_\_\_\_\_

Please note the number of students you will be testing	