



## ACER Test Scoring and Analysis School Order Form 2018

***CogAT***<sup>®</sup>

Cognitive Abilities Test™ (CogAT®)

Publisher: Houghton Mifflin Harcourt 2012

A completed order form must accompany every batch of  
CogAT answer sheets submitted for processing.

Forward answer sheets to:

Test Scoring and Analysis (TSA)  
Australian Council for Educational Research  
750 Springvale Road  
Mulgrave, Victoria 3170

Telephone: (03) 9277 5559

Fax: (03) 9560 5198

Email: [tsa@acer.org](mailto:tsa@acer.org)

Web address: [www.acer.org/tsa](http://www.acer.org/tsa)



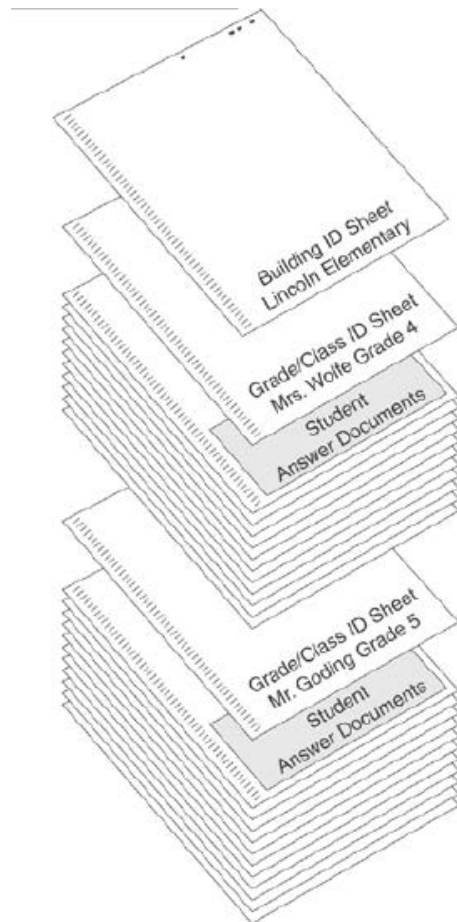

Special Scoring Instructions: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

- ❖ Please ensure that responses are recorded in the correct manner and the answer sheets are not damaged.
- ❖ Data from incorrectly filled, damaged or photocopied answer sheets will incur an additional cost to retrieve.
- ❖ Please ensure that the answer sheets are returned in the manner you require them to be reported in and you have completed the CogAT BUILDING (school) identification and the GRADE (Year) identification sheets provided with the testing materials. (Refer to the administration directions booklet for further details and diagram below.)



SCHEDULE OF FEES - All prices are GST inclusive

Charges	
Batch Charge per test *	\$130
Student Processing fee CogAT Answer Documents/Sheet Forms 9 -18	\$2.20 per candidate
Student Processing fee for CogAT Machine Scoreable Test Booklets Forms 5/6 – 9 (charge applies for the CogAT full scale and Screening Form)	\$3.85 per candidate

Additional cost information

\* The setup fee is dependent on the number of tests and is not affected by the number of year/class levels.

\*\* Prices quoted are GST inclusive.

Reports

CogAT results can be interpreted through Data Manager if schools use ACER's test scoring services to mark the CogAT answer sheets. Data Manager allows teachers to produce customised reports for their student population.

Riverside DataManager™ web reporting keys are access codes to the assessment results of groups of students at locations throughout a school. Much like a house key provides the ability to unlock the front door of a house, a web reporting key provides the ability to unlock a location in DataManager and view the assessment results of students associated with that location (school).

For each Building Identification Sheet processed, a reporting key is created that provides access to view the test results of the students whose answer documents were submitted under that identification sheet. Summary reports are also provided for that group of students, as well as the group of students submitted under each Grade/Class Identification Sheet.

**The process for providing individuals with access to reports is as follows:**

- The Account Holder (Teacher) at the school receives an e-mail from Riverside® announcing that the reporting keys are available for distribution to users.
- The Account Holder distributes reporting keys to report users (if applicable).