Order Form
HSPT® Online Testing

Scholastic Testing Service, Inc.
4320 Green Ash Drive
Earth City, Missouri 63045

CONTACT INFORMATION

School Name _____

Address _____

City/State/Zip _____

Contact Name _____

Phone No. _____

Email Address _____

TESTING INFORMATION   Enter testing information if known.

Test Date:	# of Students approximately	Test Date:	# of Students approximately
_____	_____	_____	_____
_____	_____	_____	_____

SCORING METHOD   Indicate your preferred scoring method. Only one may be selected.

☐ **Automated Scoring**

- Standard scoring service includes: **Alphabetical List** report and **Performance Profile** for each student†

- Processing time: Reports are posted in STS's online Report Center within 15 minutes of submission for scoring.

† *Local percentiles are not available on automated reports.*

☐ **STS Scoring Center**

- Standard scoring service includes: **Alphabetical List**, **Rank-Order List**, **Group Summary Statistical Report**, **National Percentile Group Summary**, and 1 set of adhesive **Score Labels**

- Processing time: Reports are generated within 5-7 business days after submission of scoring

- Delivery Method: Choose report format and delivery method. (Only 1 may be selected.)

  ☐ Paper - Shipped UPS Ground (shipping charges apply)

  ☐ PDF - Emailed*

  ☐ PDF - Posted to online Report Center*

  *Adhesive Score Labels will be sent separately via Postal Service.

SPECIAL NOTES

- For the HSPT Online, there are no testing materials to order. You will receive an email confirming your account setup which will also contain the User Manual.

- Standard scoring service reports are generated for each online test session separately.

- Special reporting services and additional reports are available to order from STS's Scoring Center. Call or email STS directly to order any extra services. (Additional charges apply.) Examples include:
  — Additional reporting such as a *Student Data File*, *Performance Profiles*, or *Student Score Reports*.
  — Multiple test sessions scored and reported together as one group. (This service is only available when choosing *STS Scoring Center* as your scoring method.)

Return order form to:

Email:
stlouis@ststesting.com

or Fax:
1-630-766-8054

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