



# Testing & Evaluation

## School Order Form 2022–23 Materials for Purchase Only

This order is for

- Iowa Assessments™ Form E  
 Practice Tests

Testing Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

### School Information

Please print clearly. Materials will ship to school address.

School Account No. \_\_\_\_\_

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

School Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Phone (required) \_\_\_\_\_

Email (required) \_\_\_\_\_

UPS Address (if different) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

### Order Information

Ordered by \_\_\_\_\_

Purchase Order No. (optional) \_\_\_\_\_

Test Coordinator's Name \_\_\_\_\_

Total Grade K5–12 Enrollment (required) \_\_\_\_\_

#### Office Use Only

Order # \_\_\_\_\_

Entered by \_\_\_\_\_ Date \_\_\_\_\_

Paid \$ \_\_\_\_\_ / \_\_\_\_\_ Check # \_\_\_\_\_

### New to our Purchase Service?

How to use this order form:

- Fill out as worksheet and enter item numbers and quantities online using our [Quick Order Entry](#) (Sign in > more > Quick Order Entry).

OR

- Email, fax, or mail this completed form. (We don't recommend emailing credit card information.)

See [bjupress.com/testing/scoring.php](http://bjupress.com/testing/scoring.php) for more details about

- which documents we can score,
- how many ID sheets to order,
- pitfalls to avoid if sending our materials to another scoring service,
- direct online shopping, and
- other frequently asked questions.

### Need help?

Call 800.845.5731

Things to remember:

- Please don't forget to order identification sheets.
- You will need to order scoring once testing has been completed.

### School Testing User Agreement

*I have read the full user agreement at the end of this form, and I hereby certify that we will maintain full security of all test materials and not discuss test content among students, parents, or others. I agree that our school will not make copies of the tests or distribute them elsewhere. If we decide to discontinue use of these tests, we will destroy all test materials. The tests will be used solely for the purpose of testing students at our private school.*

*I also certify that EVERY person who will be administering tests meets the publisher's [tester requirements](#) as defined in the full agreement.\**

*I understand that my signature below is legally binding.*

Administrator's Name \_\_\_\_\_

X  
Administrator's Signature \_\_\_\_\_

Date \_\_\_\_\_

\*See last pages for full agreement.

**Please note:** Some tests may be restricted in certain states. These embargoes are subject to change and are posted online.

Orders are not final until approved by the BJU Press home office. All sales and prices are FOB Greenville, SC, and prices are subject to change without notice.

# IOWA ASSESSMENTS

## Contents

<i>Iowa Assessments</i> ™ Form E . . . . .	2
<i>CogAT</i> ® Form 7 . . . . .	4
<i>Iowa Algebra Aptitude Test</i> ™ . . . . .	4
<i>Iowa Assessments</i> Folder . . . . .	4

## ***Iowa Assessments Form E*** (Corresponding identification sheets are listed at the end of each section.)

Item#		Grade(s)	List Price	Qty.	Total	Subtotal
<b>K5 Tests</b>						
394601	Level 5 Midyear Write-In Achievement Test Booklet	K5	\$14.50	Qty. _____	Total _____	
394908	Level 5 Midyear Achievement Directions (one per teacher)	K5	\$25.50	Qty. _____	Total _____	
<b>394619</b>	<b>Level 5/6 Write-In Achievement Test Booklet</b>	<b>K5–1</b>	<b>\$14.50</b>	<b>Qty. _____</b>	<b>Total _____</b>	
<b>392787</b>	<b>Level 5/6 Achievement Directions (one per teacher)</b>	<b>K5–1</b>	<b>\$25.50</b>	<b>Qty. _____</b>	<b>Total _____</b>	
<b>Grade 1 Tests</b>						
<b>394627</b>	<b>Level 7 Write-In Achievement Test Booklet</b>	<b>1</b>	<b>\$14.50</b>	<b>Qty. _____</b>	<b>Total _____</b>	
<b>392795</b>	<b>Level 7 Achievement Directions (one per teacher)</b>	<b>1</b>	<b>\$25.50</b>	<b>Qty. _____</b>	<b>Total _____</b>	
<b>Grade 2 Tests</b>						
<b>394635</b>	<b>Level 8 Write-In Achievement Test Booklet</b>	<b>2</b>	<b>\$14.50</b>	<b>Qty. _____</b>	<b>Total _____</b>	
<b>392803</b>	<b>Level 8 Achievement Directions (one per teacher)</b>	<b>2</b>	<b>\$25.50</b>	<b>Qty. _____</b>	<b>Total _____</b>	
<b>Grade 3 Tests</b>						
<b>394643</b>	<b>Level 9 Answer Document (includes Word Analysis, Listening, &amp; CogAT)</b>	<b>3</b>	<b>\$2.75</b>	<b>Qty. _____</b>	<b>Total _____</b>	
<b>392696</b>	<b>Level 9 Achievement Test Booklet</b>	<b>3</b>	<b>\$12.50</b>	<b>Qty. _____</b>	<b>Total _____</b>	
<b>392811</b>	<b>Levels 9–14 Achievement Directions (one per teacher)</b>	<b>3–8</b>	<b>\$25.50</b>	<b>Qty. _____</b>	<b>Total _____</b>	
394973	Level 9 Write-In Achievement Test Booklet	3	\$14.00	Qty. _____	Total _____	
394999	Level 9 Achievement Directions for Write-In Test Booklet (one per teacher)	3	\$25.50	Qty. _____	Total _____	
<b>Grade 4 Tests</b>						
<b>394650</b>	<b>Level 10 Answer Document (includes CogAT)</b>	<b>4</b>	<b>\$2.75</b>	<b>Qty. _____</b>	<b>Total _____</b>	
<b>392704</b>	<b>Level 10 Achievement Test Booklet</b>	<b>4</b>	<b>\$12.50</b>	<b>Qty. _____</b>	<b>Total _____</b>	
<b>392811</b>	<b>Levels 9–14 Achievement Directions (one per teacher)</b>	<b>3–8</b>	<b>\$25.50</b>	<b>Qty. _____</b>	<b>Total _____</b>	
<b>Grade 5 Tests</b>						
<b>394668</b>	<b>Level 11 Answer Document (includes CogAT)</b>	<b>5</b>	<b>\$2.75</b>	<b>Qty. _____</b>	<b>Total _____</b>	
<b>392712</b>	<b>Level 11 Achievement Test Booklet</b>	<b>5</b>	<b>\$12.50</b>	<b>Qty. _____</b>	<b>Total _____</b>	

Page Total \_\_\_\_\_

Item#		Grade(s)	List Price	Qty.	Subtotal
392811	Levels 9–14 Achievement Directions (one per teacher)	3–8	\$25.50	Qty. _____ Total _____	

## Grade 6 Tests

394676	Level 12 Answer Document (includes <i>CogAT</i> )	6	\$2.75	Qty. _____ Total _____	
392720	Level 12 Achievement Test Booklet	6	\$12.50	Qty. _____ Total _____	
392811	Levels 9–14 Achievement Directions (one per teacher)	3–8	\$25.50	Qty. _____ Total _____	

## Grade 7 Tests

394684	Level 13 Answer Document (includes <i>CogAT</i> )	7	\$2.75	Qty. _____ Total _____	
392738	Level 13 Achievement Test Booklet	7	\$12.50	Qty. _____ Total _____	
392811	Levels 9–14 Achievement Directions (one per teacher)	3–8	\$25.50	Qty. _____ Total _____	

## Grade 8 Tests

394692	Level 14 Answer Document (includes <i>CogAT</i> )	8	\$2.75	Qty. _____ Total _____	
392746	Level 14 Achievement Test Booklet	8	\$12.50	Qty. _____ Total _____	
392811	Levels 9–14 Achievement Directions (one per teacher)	3–8	\$25.50	Qty. _____ Total _____	

## Grade 9 Tests

394700	Level 15 Answer Document (includes <i>CogAT</i> )	9	\$2.75	Qty. _____ Total _____	
392753	Level 15 Achievement Test Booklet	9	\$12.50	Qty. _____ Total _____	
392829	Levels 15–17/18 Achievement Directions (one per teacher)	9–12	\$25.50	Qty. _____ Total _____	

## Grade 10 Tests

394718	Level 16 Answer Document (includes <i>CogAT</i> )	10	\$2.75	Qty. _____ Total _____	
392761	Level 16 Achievement Test Booklet	10	\$12.50	Qty. _____ Total _____	
392829	Levels 15–17/18 Achievement Directions (one per teacher)	9–12	\$25.50	Qty. _____ Total _____	

## Grade 11 Tests

394726	Level 17/18 Answer Document (includes <i>CogAT</i> )	11–12	\$2.75	Qty. _____ Total _____	
392779	Level 17/18 Achievement Test Booklet	11–12	\$12.50	Qty. _____ Total _____	
392829	Levels 15–17/18 Achievement Directions (one per teacher)	9–12	\$25.50	Qty. _____ Total _____	

## Grade 12 Tests

394726	Level 17/18 Answer Document (includes <i>CogAT</i> )	11–12	\$2.75	Qty. _____ Total _____	
392779	Level 17/18 Achievement Test Booklet	11–12	\$12.50	Qty. _____ Total _____	
392829	Levels 15–17/18 Achievement Directions (one per teacher)	9–12	\$25.50	Qty. _____ Total _____	

Page Total \_\_\_\_\_

# COGAT/SUPPLEMENTAL MATERIALS

Item#	Grade(s)	List Price	Qty.	Subtotal
<b>CogAT Form 7</b>				
<b>This abilities test is designed for use with Form E of the <i>Iowa Assessments</i>™.</b>				
392852	Level 5/6 <i>CogAT</i> Write-In Test Booklet	K5-1	\$10.00	Qty. _____ Total _____
392951	Level 5/6 <i>CogAT</i> Directions (one per teacher)	K5-1	\$25.50	Qty. _____ Total _____
392860	Level 7 <i>CogAT</i> Write-In Test Booklet	1	\$10.00	Qty. _____ Total _____
392969	Level 7 <i>CogAT</i> Directions (one per teacher)	1	\$25.50	Qty. _____ Total _____
392878	Level 8 <i>CogAT</i> Write-In Test Booklet	2	\$10.00	Qty. _____ Total _____
392977	Level 8 <i>CogAT</i> Directions (one per teacher)	2	\$25.50	Qty. _____ Total _____
392886	Level 9 <i>CogAT</i> Test Booklet	3	\$8.75	Qty. _____ Total _____
392985	Level 9 <i>CogAT</i> Directions (one per teacher)	3	\$25.50	Qty. _____ Total _____
395093	Level 9 <i>CogAT</i> Write-In Test Booklet	3	\$10.00	Qty. _____ Total _____
395061	Level 9 <i>CogAT</i> Directions for Write-In Test Booklet (one per teacher)	3	\$25.50	Qty. _____ Total _____
392894	Level 10 <i>CogAT</i> Test Booklet	4	\$8.75	Qty. _____ Total _____
392902	Level 11 <i>CogAT</i> Test Booklet	5	\$8.75	Qty. _____ Total _____
392910	Level 12 <i>CogAT</i> Test Booklet	6	\$8.75	Qty. _____ Total _____
392928	Level 13/14 <i>CogAT</i> Test Booklet	7-8	\$8.75	Qty. _____ Total _____
392936	Level 15/16 <i>CogAT</i> Test Booklet	9-10	\$8.75	Qty. _____ Total _____
392944	Level 17/18 <i>CogAT</i> Test Booklet	11-12	\$8.75	Qty. _____ Total _____
392993	Levels 10-17/18 <i>CogAT</i> Directions (one per teacher)	4-12	\$25.50	Qty. _____ Total _____
392837	Level 9 <i>CogAT</i> Answer Document*	3	\$2.75	Qty. _____ Total _____
392845	Levels 10-17/18 <i>CogAT</i> Answer Document*	4-12	\$2.75	Qty. _____ Total _____

## General Resources

<b>384834</b>	<b>Riverside Building Identification Sheet for Scoring the <i>Iowa Assessments</i> (one per school)</b>	<b>K5-12</b>	<b>\$0.00</b>	<b>Qty. _____ Total _____</b>
<b>384842</b>	<b>Riverside Grade/Class Identification Sheet for Scoring the <i>Iowa Assessments</i> (one per class)</b>	<b>K5-12</b>	<b>\$0.00</b>	<b>Qty. _____ Total _____</b>

## Supplemental

384933	<i>Iowa Algebra Aptitude Test</i> ™ Self-Scoring Answer Document	7-8	\$3.50	Qty. _____ Total _____
384925	<i>Iowa Algebra Aptitude Test</i> Test Booklet	7-8	\$7.50	Qty. _____ Total _____
384917	<i>Iowa Algebra Aptitude Test</i> Directions (one per teacher)	7-8	\$14.25	Qty. _____ Total _____
384941	<i>Iowa Algebra Aptitude Test</i> Interpretation Manual (one per school needed for self-scoring)	7-8	\$62.50	Qty. _____ Total _____
384958	<i>Iowa Algebra Aptitude Test</i> Report to Families (one per student)	7-8	\$3.25	Qty. _____ Total _____

## Folders

385658	Record Folder for <i>Iowa Assessments</i> ™ (one per student)	K5-12	\$2.00	Qty. _____ Total _____
--------	---	-------	--------	------------------------

\*Separate *CogAT* answer sheet is not needed for Levels 9-18 unless the achievement test is not taken.

Page Total \_\_\_\_\_

# PRACTICE TESTS

Item#		Grade(s)	List Price	Qty.	Subtotal
<b>Iowa Assessments Form E</b>					
394734	Levels 5–6 Practice Test	K5–1	\$2.25	Qty. _____	Total _____
394783	Levels 5–6 Practice Test Directions (one per teacher)	K5–1	\$10.00	Qty. _____	Total _____
394742	Levels 7–8 Practice Test	1–2	\$2.25	Qty. _____	Total _____
394791	Levels 7–8 Practice Test Directions (one per teacher)	1–2	\$10.00	Qty. _____	Total _____
394759	Levels 9–11 Practice Test	3–5	\$2.25	Qty. _____	Total _____
394809	Levels 9–11 Practice Test Directions (one per teacher)	3–5	\$10.00	Qty. _____	Total _____
394767	Levels 12–14 Practice Test	6–8	\$2.25	Qty. _____	Total _____
394817	Levels 12–14 Practice Test Directions (one per teacher)	6–8	\$10.00	Qty. _____	Total _____
394775	Levels 15–17/18 Practice Test	9–12	\$2.25	Qty. _____	Total _____
394825	Levels 15–17/18 Practice Test Directions (one per teacher)	9–12	\$10.00	Qty. _____	Total _____

**For information about the CogAT Form 7 practice tests, please contact BJU Press directly. See [bjupress.com](http://bjupress.com) for Stanford practice tests, while supplies last.**

Page Total \_\_\_\_\_

# PAYMENT

## Payment Terms

- For bill-to accounts, all invoices are payable upon receipt and are due within 30 days. A service charge of 1.5% monthly will be added to all balances not paid within 30 days (annual rate: 18%).
- Testing results will be held if the invoices are not paid as agreed.
- Note: Delinquent accounts must be brought to current status before any additional orders will be processed. If collection is necessary, all collection fees are the responsibility of the purchaser.

## Payment Details

- Established Account. Please bill.
- New Bill-To Account. Credit Application and 25% down payment enclosed. To request a Credit Application, please contact the Business Office at 866.879.2966 or by email at [bjupacct@bjupress.com](mailto:bjupacct@bjupress.com).
- Check/money order. Please remit in US funds.  
Amount enclosed: \_\_\_\_\_
- Visa     MasterCard     Discover

Full name(s) appearing on card \_\_\_\_\_

Credit card no. \_\_\_\_\_

Exp. date \_\_\_\_\_ Cardholder's ZIP \_\_\_\_\_

X  
Authorized signature \_\_\_\_\_

Billing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Phone \_\_\_\_\_

## Compute the total cost of your order.

**TOTAL FOR ALL PAGES** \_\_\_\_\_

**Special Note:** We must collect your state and local sales/use tax. Unless you have provided us with a copy of your tax exemption, we will add your state and local sales/use tax (including sales/use tax on shipping charges in states where applicable). Tax-exempt orders must be paid by the tax-exempt organization. A valid tax exemption certificate must be on file in our business office in order to exempt tax. Tax will not be credited after a sale. For questions, please contact our business office at 866.879.2966.

## Shipping Information

(Standard shipping charges will be added to your order on your invoice.)

For international or other air shipping, additional shipping charges may be applied in a second invoice, if needed.

Indicate special shipping requests here.

## Scheduling Test Dates and Shipping

### March—June test dates

- Order at least 4 weeks ahead.
- **Priority Shipping** may be needed if placed less than 4 weeks ahead.
- Other materials usually ship 1 week from order approval.

### July—February test dates

- Order 3 weeks ahead.
- **Priority Shipping** may be needed if ordering less than 2 weeks ahead.

#### Mail

BJU Press Customer Service  
1430 Wade Hampton Blvd.  
Greenville, SC 29609-5046

#### Phone

800.845.5731  
864.770.1317 (local & overseas)

#### Fax

800.525.8398  
864.271.8151 (local & overseas)

#### Email

[testing@bjupress.com](mailto:testing@bjupress.com)

## School Paper/Pencil Testing User Agreement

### Overview

To test with BJU Press Testing, you must agree to follow all requirements in this agreement fully. If you have any questions or feel that you have an exceptional situation for any requirement in the agreement, contact the BJU Press Testing office by calling 800.845.5731 or emailing [testing@bjupress.com](mailto:testing@bjupress.com) before proceeding.

### Ordering

- Orders placed **less than 4 weeks** before the test date may not arrive in time or may require rush processing fees.

### Service Package Tests

- **Return test materials within 21 days** (US and Canada) of the test date on the order (international customers have 75 days to return the materials).
- The test administrator is responsible for returning all materials in reusable condition. Fees will be charged for damaged (water damage, marks, grease, punctures/tears, stains, etc.) or unreturned materials.

### Purchased Tests

- Only the purchasing school may use test materials and must destroy these materials when they will no longer be used. If your school has purchased the test materials, keep unused or reusable materials for your inventory.

### Results

- Tests that require scoring with Spring (end of school year) norms must be completed and postmarked for return by July 31. Any tests postmarked after that date will be scored with Fall norms.
- Electronic test results are typically posted on the My Tests page of the ordering account within 10–20 business days of our receiving the completed tests. Print copies of test results are available upon request for an additional fee.
- All accommodations should be reported so BJU Press can accurately include this information on reports.
- BJU Press keeps answer documents for six months after testing. For questions regarding the accuracy of test results, contact our office within this time frame.

### Test Publisher Guidelines

- Due to contractual obligations, public school students cannot take these tests through BJU Press or gain access to them through any source other than their school.
- Tests may be used **only for private school students** or homeschool students who are taking the test at your school.
- The *Iowa Assessments*™ are available to private schools with a K5–Grade 12 maximum enrollment of 2,999 students.
- All test administrators must meet the test publisher's requirements. See requirements in our [FAQs](#).
- It is unethical to use these tests as practice for any other test administration or to administer any other achievement/abilities test within **3 months** to the same student.
- Test content **may not be** reviewed before or after testing and may not be viewed by anyone besides staff, volunteer administrators or proctors, and students.
  - Students should not be taught according to the test content, nor may test content be discussed with any parent, student, or any other individual before, during, or after testing.
  - Testing items may be checked by the test administrator before testing only to ensure needed components are not missing and that materials are in good condition for testing. The tester is also encouraged to study the directions beforehand for proper administration.
  - The test should not be self-scored.
- Copies of the test **may not be made or distributed**.

### Compliance

- The test coordinator/administrator will inform BJU Press staff of any violations of test security, allowing BJU Press to enforce disciplinary procedures.
- I acknowledge that my signature is legally binding.
- I realize that BJU Press Testing does not ship Service Packages until 2–4 weeks before the test date on the order and that BJU Press will not charge my card, if credit card payment is used, for this order (whether Purchase or Service Package) until the order ships.
- I understand BJU Press Testing's [refund policy](#).
- I agree to follow the above User Agreement and verify that all tests are for the students as designated on this Testing & Evaluation order.