

# Ohio Test Resource Book



**Department of  
Education &  
Workforce**

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## Purpose

The Resource Book is a reference for district personnel responsible for duties associated with these state tests:

- [Ohio's State Tests \(OST\)](#)
- [Alternate Assessment for Students with the Most Significant Cognitive Disabilities \(AASCD\)](#)
- [Ohio English Language Proficiency Screener \(OELPS\)](#)
- [Ohio English Language Proficiency Assessment \(OELPA\)](#)
- [Alternate Ohio English Language Proficiency Assessment \(Alt-OELPA\)](#)
- [Diagnostic Assessments](#)
- [Kindergarten Readiness Assessment Revised \(KRA-R\)](#)
- [State-Funded ACT](#)
- [State-Funded SAT](#)
- [WorkKeys Tests Reimbursement](#)
- [Dropout Prevention and Recovery Assessment](#)

The Resource Book provides an overview of the kindergarten-grade 12 testing program requirements and access to many helpful resources pertaining to state policy. It does not include information on test administration procedures or technical system requirements. That information and other resources can be found in the applicable test administration manuals and in the Resources section of [Ohio's Assessment System Portal](#).

## Accelerated Students

For information on testing requirements for accelerated and gifted students, see the [Academic Acceleration for Advanced Learners](#) page of the Department's website. In accordance with [Ohio law](#), each district must either adopt [Ohio's Model Student Acceleration Policy for Advanced Learners](#) or must submit its own plan for accelerated students to the Department.

## Accessibility for State Tests

[Ohio's Accessibility Manual](#) for the OST and AASCD and the [Accessibility Manual for Ohio's English Language Proficiency Assessments](#) for the OELPS, OELPA, and Alt-OELPA describe the accessibility features available for students with disabilities and English learners. These manuals discuss administrative considerations, universal tools, designated supports, and accommodations available to students participating in Ohio's state assessments.

## Alternate Assessment of Students with the Most Significant Cognitive Disabilities (AASCD)

Ohio's [Alternate Assessment for Students with the Most Significant Cognitive Disabilities \(AASCD\)](#) is aligned to [Ohio's Learning Standards-Extended \(OLS-E\)](#) and allows students with the most significant cognitive disabilities to demonstrate their knowledge and skills on an appropriately rigorous assessment of academic skills. The [Alternate Assessment Portal](#) includes guidance to assist Individualized Education Program (IEP) teams when determining eligibility for participation in the alternate assessment including [Frequently Asked Questions about Student Participation and Eligibility document](#) and a [decision-making tool](#). [Practice tests for the AASCD](#) are available on the AASCD portal.

## Assessment Authoring

Assessment Authoring is a system that enables teachers to create their own tests from a large bank of Ohio test questions aligned to Ohio's Learning Standards, including grades 4 and 6 social studies and high school physical science. Assessment Authoring is also available for the bank of AASCD test questions, which are aligned to Ohio's Learning Standards-Extended. Assessment Authoring allows test sharing and collaboration with other educators. The tests created in Assessment Authoring can be administered online with the same system Ohio educators and students use for Ohio's State Tests or administered as paper test booklets. Teacher-authored tests are not secure tests. More information on Assessment Authoring can be found on the OST [test portal](#) and Alternate Assessment [test portal](#).

## Breach Forms

When invalidation of a student test or score is necessary, another form of the test (breach form), if available, may be used with Department approval to readminister the test. A breach administration is only appropriate in the event of issues interfering with the standardization of testing materials or test administration conditions. Incidents of cheating, including the copying, sharing, and posting of tests or test items, does not allow for a breach test administration. Incidents caused by acts of nature, the Department, or the test contractor that require an administration of a breach form are at the state's expense. Breach forms are available for grades 3-8 (spring only) and high school (fall and spring only) OSTs. Further breach guidance is available in the [OST Test Administration Manual](#).

## Chartered Nonpublic Schools Testing Requirements

Information on applicable testing requirements for students in chartered nonpublic schools is found on the Department's [Chartered Nonpublic Schools Information](#) webpage. Students without an SSID who attend chartered nonpublic schools must have a student ID to participate in state testing. More information on student IDs is available here: [Chartered Nonpublic Student Identifier for State Tests](#).

## Diagnostic Assessments

All districts are required to administer a reading diagnostic test by Sept. 30 to students in grades 1-3 and within the first 20 days of instruction to students in kindergarten each school year. Additional information and resources are found on the [Diagnostic Assessments](#) webpage.

## Dropout Prevention and Recovery Assessments

Community schools that serve a majority of their students through dropout prevention and recovery programs must prepare students to participate in all state-required tests as students in traditional public school districts.

Dropout prevention and recovery schools must also administer the Star reading and math tests twice per year to generate student growth reports per state law. Dropout prevention and recovery schools must test all students in grades 9 and higher at the beginning of the school year within the first few weeks of the school year.

Visit the Department's webpage on [Dropout Prevention and Recovery Assessments](#) for additional information and resources.

## Dyslexia Screening

All districts are required to administer a tier 1 dyslexia screening measure to all kindergarten students after Jan. 1 of their kindergarten year but before Jan. 1 of the following year. Additionally, districts must administer a tier 1 dyslexia screening measure to students in grades 1-6 whose parents, guardian, or custodian requests or teacher

requests and the student’s parent, guardian, or custodian grants permission for the screening measure to be administered. Additional information can be found on the [Dyslexia Screening](#) webpage. For questions about dyslexia screening, email [dyslexia@education.ohio.gov](mailto:dyslexia@education.ohio.gov).

## English Language Proficiency Assessment System

There are three components of Ohio’s English language proficiency assessment system.

The [Ohio English Language Proficiency Screener \(OELPS\)](#) is the tool used to identify English learners. The screener is aligned to [Ohio’s K-12 English Language Proficiency Standards](#). The [Guidelines for Identifying English Learners](#) provide additional information on the identification process.

The [Ohio English Language Proficiency Assessment \(OELPA\)](#) is the annual summative assessment used to assess proficiency in reading, writing, listening, and speaking to determine exit eligibility from English learner programs. Like the screener, OELPA measures [Ohio’s K-12 English Language Proficiency Standards](#).

The [Alternate Ohio English Language Proficiency Assessment \(Alt-OELPA\)](#) is the annual summative assessment for English learners with the most significant cognitive disabilities. The Alt-OELPA is aligned to the [Ohio’s Learning Standards-Extended for English Language Proficiency](#). The Alt-OELPA Domain Exemption Decision-Making Tool is a new resource for Individualized Education Program (IEP) teams to determine whether a domain exemption is appropriate for a student whose disability precludes meaningful access to one or more of the domains (listening, reading, speaking, and writing) of the Alt-OELPA.

Visit [Ohio’s Assessment System Portal for OELPS, OELPA, and Alt-OELPA](#) for additional information and resources including practice tests and tutorials.

## English Learners Who Transfer

When students transfer from other districts or schools, districts must determine the student’s English learner status within 30 days of enrollment. [Ohio defines enrollment](#) as the date on which the school has both received documentation of enrollment and the student has commenced participation in learning opportunities. Refer to the [Guidelines for Identifying English Learners](#) and the [OELPS Frequently Asked Questions](#) for more information, including information about students who transfer from another state.

## Exceptions to Online Testing

Ohio’s state assessments are online tests for all students, with very few exceptions. Information on these exceptions is found on the Department’s website under [Requesting Exceptions to Online Testing](#).

## Field Tests

Field tests or field-test items are administered to a representative sample of Ohio students to gather data about the performance of potential test questions for inclusion on future operational tests. Field testing may take place through items embedded within an operational test or in a separate test administration. Performance on field-test items does not count when determining the student’s achievement level. Field-test questions are secure, just as the operational tests are secure.

## Foreign Exchange Students

All enrolled foreign exchange students must take the same state tests that any peer in their classes or courses would take with the following exception. According to [Ohio Law](#) and the [Ohio Administrative Code](#), any foreign exchange student to whom all of the following apply is not required to take the American history or American government end-of-course test:



- is not a citizen of the United States;
- is not a permanent resident of the United States; and
- indicates no intention to reside in the United States after completing high school.

## Graduation Requirements

State testing requirements for graduation differ according to factors such as when a student is expected to graduate or when a student enters high school. The [Ohio's Graduation Requirements](#) webpage provides detailed information on the pathways and options. Decisions regarding whether to allow students who have not met graduation requirements to participate in graduation ceremonies are decided at the local level.

## Home Instruction

Home instruction refers to a student who is enrolled in a district but who is *temporarily* receiving instructional services at home, often for health reasons. Any student receiving home instruction is required to take state tests. This includes students attending a public district remotely or in an online program. Administration of tests to home instruction students must follow the same rules and procedures as in-school administrations. Tests may be administered in a student's home if they are administered by a test administrator who is an employee of the district and holds a license, certificate, permit, or registration issued by the State Board of Education. All test security procedures must be followed, including making sure that the test location is free of "clues" that would aid the student in taking the test (for example, removing or covering maps and charts).

## Home Schooling

Home-educated students (also referred to as homeschooled students) differ from children who are home *instructed*. Homeschooled students are not typically enrolled in a district and their receiving of instruction is not considered temporary. Visit the Department's [Home Schooling](#) webpage for more information about home education and [Ohio Revised Code 3321.042](#) for specific provisions of law.

## Kindergarten Readiness Assessment Revised (KRA-R)

Public districts and schools are required to administer the [Kindergarten Readiness Assessment Revised \(KRA-R\)](#) to all first-time kindergarten students. [Ohio's Early Learning and Development Standards](#) (birth to kindergarten entry) are the basis for this assessment. The administration window for the KRA-R is not earlier than the first day of July of the school year and not later than the twentieth day of instruction of that school year. The KRA-R is now under the purview of the Ohio Department of Children and Youth; contact [KRAHelp@childrenandyouth.ohio.gov](mailto:KRAHelp@childrenandyouth.ohio.gov) for questions.

## Operational Tests

Operational tests (also referred to as live tests or assessments) are administered to all eligible students in Ohio and are scored to determine grade-level performance and subject-area mastery. A student's score is the result of the student's performance on the questions within the operational test. Operational tests are secure and must be handled as such by school and district personnel before, during, and after testing.

## Participation Policy

Ohio law requires public school districts and community schools to administer the state assessments assigned to each student's enrolled grade level or course, regardless of the student's time in Ohio public

schools. There is no process allowing parents and/or students to indicate their choices to not participate in state testing except for the state-funded ACT or SAT. Schools must account for and report any student who did not participate in a required state test.

## Practice Tests

Practice tests for the OST, AASCD, OELPA, and Alt-OELPA are available on each test home page on the [test portal](#). The online practice items give students the opportunity to navigate through the online testing system, use the available tools and features, and familiarize themselves with the testing experience. These practice tests are not secure. [OST paper practice tests](#) (including large print) may be printed and photocopied for local use. [Braille versions](#) of the OST practice tests are available for grades 3-8 and high school end-of-course tests.

## Readiness Assessments

The [Readiness Assessments](#) are a suite of optional online assessments educators can use in grades 3 through high school to evaluate student achievement in English language arts, mathematics, science, and social studies. Administered with the same system Ohio educators and students use for Ohio's State Tests, these resources help schools and districts identify student progress early and provide rapid, actionable performance data. The Readiness Assessments are not secure tests.

**Benchmark Tests.** The first component of the Readiness Assessments are benchmark tests, which are full-length assessments mirroring the content and test characteristics of the OSTs in terms of length, test specifications, blueprints, and tools available to students (such as the Desmos calculator). Because the benchmark tests reflect Ohio's State Tests, they serve as strong predictors of student performance and help identify instructional lags that may need remediation. Student performance results are reported in the [Centralized Reporting System](#) (CRS), which includes tools to assist teachers in understanding and using the performance data. To aid teachers in connecting assessment results with instruction, the Department also provides resources specific to each benchmark test, including instructional strategies, content information, and learning activities.

**Checkpoint Assessments.** The second component of the Readiness Assessments are checkpoint assessments, each of which consists of six to 10 items and focuses on Ohio's Learning Standards for a reporting category. The checkpoint assessments provide useful information in gauging students' knowledge and performance within each reporting category.

## Released Test Items

The Department releases 40% of the spring operational test items for each OST and AASCD following the school year in which they were administered. This partial release of items gives educators insight into the kinds of questions their students encounter, and released items are useful tools that inform classroom instruction. Both teachers and parents may use the released items to help students prepare for future state tests.

[Item Release Scoring Guides](#) and [released test items](#) are available under Resources on the Ohio's State Test portal. The scoring guides include the Ohio's Learning Standard associated with each test item, the scoring rubrics, and item annotations. Scoring guides show examples of student responses to illustrate actual work and the corresponding points earned. Released items are also added to the Assessment Authoring System.

The released items and scoring guides are protected by copyright laws and may be used for nonprofit educational use only. Any agency, group, or person that wishes to use the Ohio released items must contact the Office of Assessment for permission. If any cost, direct or indirect, is involved with the proposed use of the released test items, permission will not be granted.

## Retake Policy for End-of-Course Tests

Students may retake any end-of-course test prescribed in [Ohio law](#). More information about retaking end-of-course tests is located in the Resources section on the [Testing](#) page on the Department's website.

## State and Federal Accountability

State testing programs provide student performance data and participation rates that inform many components of the [state and federal accountability systems](#). In addition, the [EMIS manual](#) for the state's Education Management Information System details specific codes and how they are used in [Ohio School Report Cards](#). Email [accountability@education.ohio.gov](mailto:accountability@education.ohio.gov) for more information about accountability and [emis@education.ohio.gov](mailto:emis@education.ohio.gov) for questions about EMIS.

## State-Funded ACT and SAT

State law requires districts and community schools to administer the state-funded ACT or SAT to all grade 11 students in the spring of the school year. Each year, districts and schools will select the test to administer to their juniors. A parent may exercise their right to opt-out their child from participation.

Visit the Department's webpage for additional information and resources.

- [State-Funded ACT](#)
- [State-Funded SAT](#)

## Students with Disabilities and State Tests

The federal [Individuals with Disabilities Education Improvement Act \(IDEA\)](#) reflects the intent to extend educational accountability and reform to all students, including those with disabilities. IDEA, along with the federal [Every Student Succeeds Act \(ESSA\)](#) and [Ohio law](#), mandates that all students with disabilities be included in state and district testing programs and that they take the OST with or without accommodations or an alternate assessment (AASCD). Each district must have a policy to ensure the [participation of students with disabilities in required statewide tests](#). Chartered nonpublic schools must also have a plan for participation of [students with disabilities attending chartered nonpublic schools](#).

## Test Administrators, Monitors, and Proctors

Information about the criteria for test administrators can be found in the Test Administration Manuals.

See the [Kindergarten Readiness Assessment Revised \(KRA-R\)](#) and the [Alternate Assessment for Students with the Most Significant Cognitive Disabilities \(AASCD\)](#) web pages for additional requirements for the test administrators of these tests.

Monitors and proctors are responsible adults used to assist test administrators when more than 30 students are testing in a single location. Unlike test administrators, monitors and proctors do not need a license, certificate, permit, or registration issued by the State Board of Education. Student teachers may serve as monitors or proctors. Monitors and proctors must be under the constant supervision of a test administrator and cannot monitor students on their own. Use of parents as monitors or proctors is not recommended, and parents may not monitor



the testing of their own children (unless that parent is a teacher who has their own child as a student and district policy makes no provision for other arrangements).

## Test and Reporting Dates

Visit the Department's [Testing Dates](#) webpage for this year's test administration and reporting dates.

## Test Records for Transfer Students

Whenever a student in one Ohio school leaves that school to enroll in another school in the same or a different district, the school last attended must provide, within five school days upon receiving the request by a school official at the new school, all applicable student records, including all state test information and the Statewide Student Identifier (SSID), to the requesting school or district. These records may not be withheld for any reason unless there is more than \$2,500 or more of outstanding debt attributed to the student. All records must be transmitted once that debt is paid.

## Test Security

All district and school personnel are responsible for ensuring the security of the individual test questions by following all written district and state test security policies. The responsibility to maintain test security exists before, during, and after test administration. As directed by [Ohio Administrative Code](#), all districts must have a written policy to assure test security by October 1 of each school year. Test security information is in the test administration manuals for each test. Test [security training resources](#) and a comprehensive document titled [Ohio Test Security Provisions and Procedures](#) are available on the [Testing](#) webpage under Resources on the Department's website.

## Third Grade Reading Guarantee

Information, including the Guidance Manual for the Third Grade Reading Guarantee, is found on the [Third Grade Reading Guarantee](#) web page. For questions on the Third Grade Reading Guarantee and Vendor Diagnostics, email [thirdgradegarantee@education.ohio.gov](mailto:thirdgradegarantee@education.ohio.gov).

## WorkKeys Tests Reimbursement

WorkKeys is an industry-recognized, application-based assessment used to measure work readiness and can be used to satisfy components of Ohio's graduation requirements. State law provides each student in Ohio the opportunity to take the WorkKeys test one time while in high school. The Department reimburses districts for each student to take all three parts of the test one time. Visit the Department webpage on [Reimbursement for WorkKeys Tests](#) for additional information and resources. For questions about WorkKeys Reimbursement, email [katie.hahn@education.ohio.gov](mailto:katie.hahn@education.ohio.gov).

## Department Web Resources

Topic	Content Description
<a href="#">Alternate Assessment for Students with the Most Significant Cognitive Disabilities</a>	Information and resources about the Alternate Assessment for Students with the Most Significant Cognitive Disabilities (AASCD)
<a href="#">Diagnostic Assessments</a>	Information and resources for the Diagnostic Tests in reading, mathematics, and writing
<a href="#">Dyslexia Screener</a>	Information and resources regarding dyslexia screening
<a href="#">Kindergarten Readiness Assessment Revised (KRA-R)</a>	Information and resources for the Kindergarten Readiness Assessment Revised (KRA-R)
<a href="#">English Learners (EL)</a>	Information and resources on English learners from the Office of Whole Child Supports
<a href="#">Test Coordinator Newsletter</a>	Links to current and archived copies of the Test Coordinator Newsletter
<a href="#">Ohio English Language Proficiency Assessment (OELPA)</a>	Information about the English language proficiency testing required for all English learners (ELs)
<a href="#">Ohio English Language Proficiency Screener (OELPS)</a>	Information about the screening tool used to identify students as English learners (ELs)
<a href="#">Alternate Ohio English Language Proficiency Assessment (Alt-OELPA)</a>	Information about the annual measure of English language proficiency for English learners with the most significant cognitive disabilities
<a href="#">Ohio Graduation Tests (OGT)</a>	Information for those that need to pass one or more subjects of the now discontinued Ohio Graduation Tests (OGT)
<a href="#">Ohio's State Tests (OST)</a>	Information and resources for the English language arts, mathematics, science, and social studies tests
<a href="#">Statewide Student Identifier (SSID)</a>	Statewide Student Identifier (SSID) policy, <i>SSID Users' Manual</i> , SSID requirements
<a href="#">Test Dates</a>	Dates of past, current, and future test administrations
<a href="#">Third Grade Reading Guarantee (TGRG)</a>	Information and resources on the Third Grade Reading Guarantee that identifies students from kindergarten through grade 3 who are behind in reading
<a href="#">List of Approved Assessments</a>	Information about grades 3-8 and high school alternative assessments for chartered nonpublic schools and approved alternative assessments to meet other testing requirements