



# ACER Test Scoring and Analysis School Order Form (Year Level)

A completed order form must accompany every batch of 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 5536  
Fax: (03) 9560 5198  
Email: [tsa@acer.edu.au](mailto:tsa@acer.edu.au)  
Web address: [www.acer.edu.au/tsa](http://www.acer.edu.au/tsa)

**School Details**

Attention: .....  
School Name: .....  
Address: .....  
.....  
State: ..... Postcode: .....  
Telephone: (.....).....  
Email Address(es): .....  
.....

**Invoicing Details (If different from School Details)**

Attention: .....  
School Name: .....  
Address: .....  
.....  
State: ..... Postcode: .....  
Telephone: (.....).....  
Email Address(es): .....  
.....

School purchase order number (if applicable): \_\_\_\_\_

- The tests have been normed at the end of an academic year. Please tick the box if you have tested your candidates at the beginning of a school year and/or wish to have your candidates normed against the previous year level.

**NOTE: The national norming data has been collected towards the end of the year, therefore it is advisable for students who are being tested early in the year to be normed against the previous year level norms.**



**SCHEDULE OF FEES - All prices are GST inclusive**

<b>Setup Charge</b>		
Batch Charge per test *	<b>\$130</b>	
Student Processing fee	<b>\$1.30 per candidate</b>	
<b>Reports</b>	<b>Hardcopy</b>	<b>Electronic Copy</b>
Alphabetical Report	\$26.50 <input type="checkbox"/>	\$21.00 <input type="checkbox"/>
Order of Merit Report	\$26.50 <input type="checkbox"/>	\$21.00 <input type="checkbox"/>
Group Diagnostic / Individual Responses Report	\$26.50 <input type="checkbox"/>	\$21.00 <input type="checkbox"/>
Percentage Responses / Answer Patterns Report	\$26.50 <input type="checkbox"/>	\$21.00 <input type="checkbox"/>
Rank Diagnostic Report	N/A	\$35 <input type="checkbox"/>
Summary Report	\$12 <input type="checkbox"/>	\$9.50 <input type="checkbox"/>
Individual Profiles Report	\$1.70 per candidate <input type="checkbox"/>	\$1.30 per candidate <input type="checkbox"/>
Individual Profiles Report for Parent(s) (Available only for APTS and MYAT)	\$6.00 per candidate <input type="checkbox"/>	\$3.50 per candidate <input type="checkbox"/>
<b>I Can Do Maths / TORCH Test Reports (Hand scoring fee applicable)</b>	<b>Hardcopy</b>	<b>Electronic Copy</b>
Alphabetical Report	<input type="checkbox"/>	<input type="checkbox"/>
Order of Merit Report	<input type="checkbox"/>	<input type="checkbox"/>
Individual Profiles Report	\$1.70 per candidate <input type="checkbox"/>	\$1.30 per candidate <input type="checkbox"/>
<b>Delivery Options (Please tick)</b>		
Return student answer sheets	Yes (\$20)*** <input type="checkbox"/>	No ** <input type="checkbox"/>
CD of results	Yes (\$18)*** <input type="checkbox"/>	No <input type="checkbox"/>

**Additional cost information**

- ❖ Hand scoring charge is an additional \$88.00 per hour (applicable for marking of Spelling and processing of non-scannable answer sheets and booklets e.g. ICDM, TORCH, PAT-R Comp, PAT Maths and PAT-R Spelling).
- ❖ Please note that return delivery of the answer sheets is optional when you want the reports electronically. However the return delivery fee will apply when you require the reports in hardcopy format and the answer sheets will then be automatically returned to you.
- ❖ For more information on the prices and sample reports, please refer to [www.acer.edu.au/tsa/tests](http://www.acer.edu.au/tsa/tests)
- \* **The setup fee is dependent on the number of tests and is not by the number of year/class levels**
- \*\* **The answer sheets will be stored for up to 3 months and then destroyed.**
- \*\*\* **Prices quoted are GST inclusive.**