



Fall 2016 Ohio's State Tests Rescores and Verifications

Rescore and Verifications Submission Window

District test coordinators may place rescore and verification requests during the following windows:

Grade 3 English language arts	December 30, 2016 – February 13, 2017
High School End-of-Course Tests	February 27, 2017 – April 13, 2017

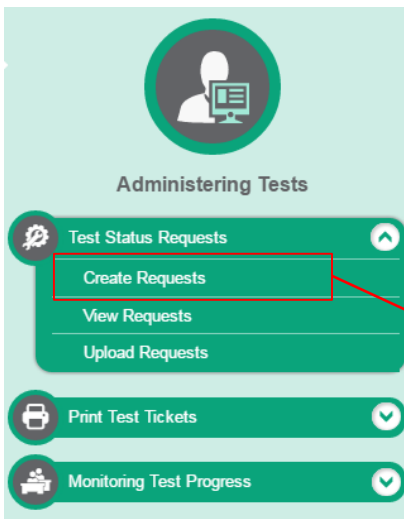
Submitting Rescore Requests in TIDE

District test coordinators submit rescors in TIDE if they believe the student's score does not reflect expected student achievement. Before submitting a rescore request, district test coordinators are encouraged to check whether the student's test needs to be resolved in the Discrepancy Resolution task in TIDE. Please see the *Discrepant Records Resolution* document for guidance.



Rescore a Test

1. Log into TIDE and select the "Ohio State Tests 2016-2017" administration.
2. Navigate to the Test Status Requests task.
3. Click Create Requests to create a Test Status Request for "Rescore a test".



Create Requests

i Use this page to create invalidation requests. [more info](#)

Select Request Type and Search

*Request Type:

Invalidate a test ?

Reset a test ?

Restore a test that was reset ?

Re-open a test ?

Rescore a test ?

Score Assigned to Wrong Student ?

*Search Student By: SSID

*SSID:

- a. Select search student by SSID from the dropdown, and enter the student's SSID.
- b. Click [Search] to pull up the student's test(s).

<input checked="" type="checkbox"/>	Request Type	School	ResultID	SSID	Student's Last Name	Student's First Name	Test Opp #	Test Status	Test Start Date	Date of Last Activity
<input checked="" type="checkbox"/>	Rescore a test	000003	4001936	zz0000001	Lastname4001	Firstname4001	1	expired	2016-02-22T13:12:28.300	2016-04-29T12:54:47.

4. TIDE will return records for each test or test part associated with the student (e.g., American Government Part 1 and American Government Part 2; English language arts I tests). Look for the student’s test or test part that needs rescored. Rescores can only be submitted for tests that contained hand-scored items. The following tests contained hand scored items and are eligible for rescore requests:

- The following paper tests:
 - Grade 3 English language arts paper tests
 - All High School EOC paper tests
 - All High School EOC breach paper tests

Note: There are no grade 3 English language arts breach paper tests for the fall 2016 administration.

- The following online tests:
 - All High School EOC Science tests Part 1 and Part 2
 - All High School EOC Science breach tests Part 1 and Part 2
 - All High School EOC Social Studies tests Part 1 and Part 2
 - All High School EOC Social Studies breach tests Part 1 and Part 2

IMPORTANT: To submit a rescore for High School EOC Science and Social Studies tests, districts should submit a request for both test parts.

5. Click [Create]. In the Reason box:

- Enter information on why the district believes a rescore is needed. Requests are subject to approval.
- Enter the district’s purchase order (PO) number.

Note: There is a \$25 charge for processing rescore requests unless the rescore results in a score change. Purchase orders (POs) for rescoring should be payable to DRC and faxed to 1-866-377-1249 or mailed to Ohio Customer Service, DRC, 13490 Bass Lake Road, Maple Grove, MN 55311.

- Select the [Submit] button to submit the request.

6. Rescores will be processed within 30 days of submission. TIDE will send the district test coordinator an email when results are available.

7. The district test coordinator must log into TIDE to view the results of the request. If the request resulted in a score change, the new score will be available in the Online Reporting System.

Submitting Verification Requests

District test coordinators submit verifications if:

- The district believes a student tested and did not receive a score.
- The district believes a score was incorrectly assigned to a student (paper testers only).

For the fall 2016 administration, districts will not be charged for verification requests.

Student Tested and Did Not Receive a Score

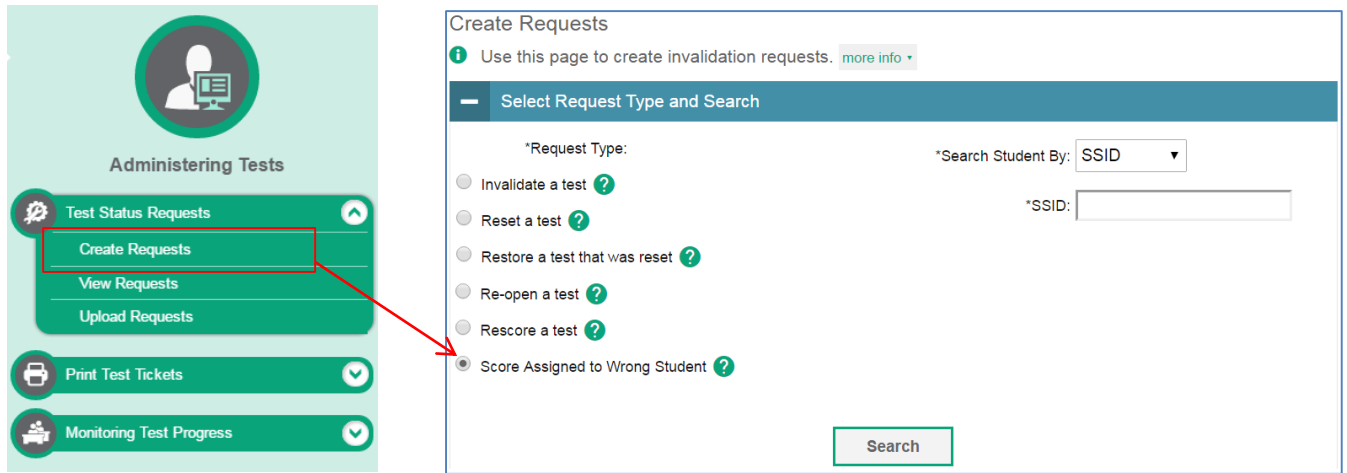
1. Confirm the student's record does not appear in the Online Reporting System.
2. Check the Discrepancy Resolution task in TIDE to confirm the student's record does not require resolution.
3. If the student's record is not located, call the Ohio Help Desk (877-231-7809) and provide the following information:
 - a. School and district in which the student tested
 - b. Student's SSID
 - c. Test(s) missing score (e.g., Grade 3 English language arts)
 - d. Test mode (paper or online)
4. Contractor staff will investigate the request and will contact the DTC with results within 30 days of submission.

Score Assigned to an Incorrect Student (Paper Testers Only)

NOTE: AIR can only verify the misapplication of a pre-ID label to a student's scorable test document. Scores cannot be reassigned in the Online Reporting Site for paper tests. For online tests, AIR cannot investigate whether a student tested under the wrong SSID nor reassign an online test once the test is reported. Districts will need to work with their EMIS Coordinators to correct the student information before submitting results to the state.



1. Log into TIDE and select the “Ohio State Tests 2016-2017” administration.
2. Navigate to the Test Status Requests task.
3. Create a Test Status Request for “Score Assigned to Wrong Student.”



- a. Select search student by SSID from the dropdown, and enter the student’s SSID.
- b. Click [Search] to pull up the student’s test(s).

Request Type	School	ResultID	SSID	Student's Last Name	Student's First Name	Test Opp #	Test Status	Test Start Date	Date of Last Activity
Score Assigned to Wrong Student	000003	4001936	zz0000001	Lastname4001	Firstname4001	1	expired	2016-02-22T13:12:28.300	2016-04-29T12:54:47

4. TIDE will return records for each test or test part associated with the student. Look for each test that the district believes was incorrectly assigned.
 - a. Select the [Create] button.
 - b. Enter a comment in the reason box for each test that the district believes is incorrectly assigned. Select the [Submit] button to submit the request.
5. Repeat the process as necessary for each affected student.
6. Contractor staff will investigate the request and will contact the DTC with results within 30 days of submission.

After the investigation, the contractor will update the case in TIDE with its findings. TIDE will send the DTC an email when action has been taken on the request. The district test coordinator must log into TIDE to view the results of the request under the comments for that request. Please note that no changes will be made within AIR’s systems to reassign the test. The district test coordinator is responsible for updating district records and EMIS.