



Dr. John D. Barge, State School Superintendent

November 27, 2012

MEMORANDUM

TO: System Test Coordinators

FROM: Tony Eitel
Director, Assessment Administration

SUBJECT: Criterion-Referenced Competency Tests – Modified (CRCT-M) Online Ordering System (TestTime)

The purpose of this memorandum is to introduce the use of TestTime, the online ordering system for Georgia’s Criterion-Referenced Competency Tests – Modified (CRCT-M). Systems will use TestTime to:

- verify shipping addresses and contact information;
- provide CRCT-M spring testing dates, spring break dates, and retest dates;
- request CRCT-M test booklets;
- request Braille and Large Print format materials.

Important Dates

| Date | Event |
|--|--|
| December 13, 2012 | Receive your TestTime username and password. |
| December 13, 2012, 10:00 AM and December 14, 2012, 1:00 PM <i>Please note that these webinar sessions will be divided into two parts – one for the CRCT and one for the CRCT-M.</i> | <ul style="list-style-type: none">• Webinar Training on the Enrollment System <p>December 13 Live Session: Click Here - Webinar URL Link</p> <p>December 14 Live Session: Click Here - Webinar URL Link</p> <p>December 13 Recording Link: Click Here - Recorded Webinar URL Link</p> <p>December 14 Recording Link: Click Here - Recorded Webinar URL Link</p> <p><i>(Recorded sessions will be available throughout the enrollment window.)</i> The User’s Guide will be available for download at https://gcap.tsars.uga.edu/testtime/users_guide.pdf</p> |

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| December 13, 2012– January 11, 2013 | ENROLLMENT WINDOW TestTime can be accessed through https://gcap.tsars.uga.edu/testtime/ The User’s Guide will be available for download at https://gcap.tsars.uga.edu/testtime/users_guide.pdf The Enrollment window closes at 5:00 pm (EST) on January 11, 2013. <i>Please note that completion of the enrollment process by the 1/11/13 deadline is imperative to ensure the accuracy of your district’s CRCT-M shipment</i> |
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For additional information about TestTime, contact the Georgia Center for Assessment at (888) 392-8977 or by e-mail at crct-m@gcap.tsars.uga.edu.

If you have questions about the CRCT-M program or state policies, please contact Mary Nesbit-McBride, Ph.D. at (404) 232-1207 or mmcbride@doe.k12.ga.us.

Thank you for your contribution to the CRCT-M program.

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