

Validation Form for Transcription of Answer Documents

School	GTID
Student	Grade
Assessment	Date

May be used for any student answer or response document across all assessments.

_____ <i>Initials</i>	I have transcribed the student's responses from a Braille <i>Student Test Booklet</i> (Transcription form only) into the corresponding online form for the student listed above.
_____ <i>Initials</i>	The student's answer document reflects the same responses as the student's test booklet/original answer document. I performed the transcription in the presence of another GaPSC certified employee serving as a witness.
_____ <i>Initials</i>	I have submitted the transcribed answer document and returned the student's test booklet as directed.

OR

_____ <i>Initials</i>	I have transcribed the student's responses from a <i>Large Print and/or Marks Answers in Test Booklet</i> (Transcription form only) into the corresponding online form for the student listed above.
_____ <i>Initials</i>	The student's answer document reflects the same responses as the student's test booklet/original answer document. I performed the transcription in the presence of another GaPSC certified employee serving as a witness.
_____ <i>Initials</i>	I have submitted the transcribed answer document and returned the student's test booklet as directed.

OR

_____ <i>Initials</i>	I have transcribed the student's responses from a standard <i>Student Test booklet and/or Student Answer/Response Document</i> into a corresponding online form (Transcription Form only) for the student listed above.
_____ <i>Initials</i>	The student's answer/response document reflects the same responses as indicated by the student from the student's test booklet. I performed the transcription in the presence of another GaPSC certified employee serving as a witness.
_____ <i>Initials</i>	I have submitted the transcribed the answer/response document and returned the student's test booklet as directed.

Name of GaPSC-Certified Scribe

Signature of GaPSC-Certified Scribe

Name of GaPSC-Certified Witness

Signature of GaPSC-Certified Witness

Retain a copy of this form for your school/system records