



SSAT FLEX TESTING GUIDELINES

About the Flex Test: A SSAT Flex Test is considered a test that is given outside of the standard test dates. This may be due to schedule constraints or in an effort to secure a smaller testing setting. It does count as a “real test” although you can only qualify for one flex test during a testing year (August – July). If you would like more information on a flex test, please visit: <https://ssat.org/flex>.

As a Flex Test site, we are only permitted to administer the middle/upper level tests. The Middle Level Test is for grades 5-7 and the Upper Level Test is for grades 8 – 11. The process for registering for either of these tests is to first contact Hall Educational Resources to set up a date and our registration paperwork and then register for the test through the SSAT portal with the access code that we provide after our registration.

Learning Accommodations: If you have accommodations, please notify us of these accommodations so that we are able to have appropriate staffing but ultimately everything needs to be approved through the SSAT portal. We can not provide any accommodations if they have not been approved ahead of time through SSAT with the appropriate documentation.

Sending/Receiving Scores: Hall Educational Resources does not score or receive scores for the tests, we only administer them. Our proctors are trained to know the procedures that are required by the SSATs and have to follow strict guidelines. It is the responsibility of the family to send their scores to the schools that need to receive them. They can do this through the SSAT portal. There is also all the information that you would need to interpret your scores on the SSAT website.

Dates: The dates of a Flex Test for an individual test can be flexible! We will do our best to accommodate your schedule, although please understand that we do run a successful practice and have family commitments of our own as well. Our group testing is scheduled based on demand and will be held on specific dates to be determined, please ask if you are interested in a group test. We typically need at least 1 week advanced notice prior to administering the test. However, the more advanced notice you can give us the better.

Testing Space: Below are a few examples of the testing space. The picture of the left shows the space for the small group testing, students will be placed 3 feet apart and will have dividers separating them from other students when more than 2 students are testing. On the right is the picture of the space in which students who register for the individual test will be.



HER Office

Left: Looking in from the door

Right: Testing desk



Fees: The EMA charges \$139 to register for the test for the 2018/2019 testing cycle. Hall Educational Resources charges an administration fee on top of the registration fee. There may be up to 6 students being tested in the small group setting, although much depends on how many students sign up for the small group versus individual test setting. The invoice must be paid prior to the test in order to be admitted to the test.

Hall Educational Testing Fees:

<u>Small Group Test</u>	<u>Individual Test</u>
Weekday Test: \$280	Weekday Test: \$560
Weekend Test: \$350	Weekend Test: \$700

Test Timing: Weekend group tests will commence at 8:30 am and weekday testing will commence at 9:30 am unless other testing options are provided to you through correspondence by email. The individual test timing will be on a case to case basis.

Day of Test: Please arrive at the testing site 10-15 minutes prior to your scheduled test time. Due to the nature of the test, any students that are more than 10 minutes late to a group test, no matter the circumstances will not be permitted to test. Please bring your admission ticket (printout from SSAT website), a photo ID (either a school ID or passport), and a water bottle/snack. You are not permitted to bring anything into the test including phones, watches or any other devices. These must be left outside of the testing area. All guidelines that are put forth by the SSAT website will be followed at this testing site.

Sickness Policy: We are committed to providing a safe and healthy testing environment, we also want your child to do their absolute best on the test. If your student has had a fever, flu-like symptoms or a stomach virus within 36 hours prior to testing, please call us so that we can help you reschedule the test. We will ask you to take your child home and reschedule the test to a later date if they show up to our office and show symptoms of being sick.

Please direct any other questions that you have to info@halleducationalresources.com.