

SUBJECT: 2016 STAAR Test Administrator Manuals

February 12, 2016

To the District and ESC Testing Coordinator Addressed:

The 2016 STAAR test administrator manuals are now available for viewing or downloading on the Texas Education Agency (TEA) Student Assessment Division website at <http://tea.texas.gov/student.assessment/manuals/manuals/>.

The 2016 STAAR test administrator manuals explain the responsibilities of test administrators for the State of Texas Assessments of Academic Readiness (STAAR[®], STAAR L, and STAAR A grades 3–8 and end-of-course (EOC) assessments. There are three 2016 STAAR test administrator manuals:

- *2016 STAAR Test Administrator Manual Grades 3–5*
- *2016 STAAR Test Administrator Manual Grades 6–8*
- *2016 STAAR Test Administrator Manual End-of-Course*

These manuals should be retained and stored for use throughout the 2016 calendar year.

Hard copies of the 2016 STAAR test administrator manuals will be shipped to districts and are expected to arrive between February 15 and February 23, 2016. The following quantities of manuals will be shipped:

- Campus quantities: 1 test administrator manual per 15 students, based on spring 2015 participation counts
- District overage: 20% of campus totals of manuals for the district
- Education service centers: 10 each per service center

Orders for additional manuals may be placed beginning February 24, 2016 by contacting the Texas Assessment Support Center at (855) 333-7770.

If you have questions about the 2016 test administrator manuals, please contact the Student Assessment Division at (512) 463-9536 or studentassessment@tea.texas.gov.

Assessment Contact Information

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