



Texas Reclassification Assessment Online Testing Order Form Form F with 2024 Norms *2025–2026 School Year Licenses*

The Texas Education Agency (TEA) replaced its Commissioner's List of Approved Tests with a single statewide assessment for English Learner reclassification. TEA selected Riverside Insights® as the single State Standardized Reading Assessment for English Learner Reclassification for grades 1, 2, 11, and 12, per contract #4581, through the 2028–2029 school year.

PAYMENT INFORMATION

Please enclose a valid purchase order or check
payable to "Riverside Insights"
with all orders. If payment via credit card, mark the box below.

- ☐ Purchase Order enclosed. Number _____
- ☐ Check enclosed. Number _____
- ☐ Credit Card payment. **NOTE: An email with payment link for credit card purchases will be sent to the email provided in the "Charge to:" section.**

Charge to:

Name _____

Position _____

Organization _____

Shipping Address _____

City _____ State _____ Zip _____

Phone: (____) _____ Fax: (____) _____

Email address _____

REQUIRED INFORMATION (YOUR ORDER WILL NOT BE PROCESSED WITHOUT THIS INFORMATION.)

Please describe yourself:

- ☐ System/District ☐ Diocese/Archdiocese
- ☐ Building/School CHECK ONE: ☐ Public School ☐ Catholic School ☐ Private School

Anticipated Testing Date: _____

Reporting options:

Web Reports ONLY.

To ensure delivery of your email notifications when web key reports are ready, please whitelist the email address: **no-reply@dm.riverside-insights.com**.

Administration Mode:

Online Administration

System Requirements:

- Do the workstations that will be used for online testing meet the *DataManager* minimum system requirements? See datamanagerinfo.com for a copy of the revised system requirements or ask your Assessment Consultant.
☐ Yes ☐ No
- Have you run the *DataManager* online system checker successfully on each workstation that will be used for online testing? (The System Check is accessed from the following URL: <https://tinyurl.com/DataManagerCheckReadiness>)
☐ Yes ☐ No

Account Holder: (Please list the primary contact who will be the test administrator owner and *DataManager* Account Holder.) **Note: this person is the primary test and IT contact and implementation manager.**

Name _____

Position _____

Organization _____

Address _____

City _____ State _____ Zip _____

Phone: (____) _____ Fax: (____) _____

Email address* _____
(*REQUIRED)

Data Contact: (if different from Account Holder)
Note: this person will be responsible for providing school system data files to Riverside Insights.

Name _____

Position _____

Organization _____

Address _____

City _____ State _____ Zip _____

Phone: (____) _____ Fax: (____) _____

Email address* _____
(*REQUIRED)

Prices are valid until August 31, 2026 and are subject to change without notice.

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2025–2026 Iowa Assessments Form F with 2024 Norms Online Order Form, Continued

Item	Code #	# of Students	\$ per Student	Total Price
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Iowa Assessments with 2024 Norms Online, Form F Survey:

Price per student, per administration

Survey Battery, Form F Levels 7–8, Grades 1–2	15783672627		\$13.55	
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Iowa Assessments with 2024 Norms Online, Form F Core:

Price per student, per administration

Core Battery, Form F Level 17/18, Grades 11–12	15783642627		\$14.60	
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Test License Subtotal _____

All licenses will be available for use on July 1, 2025 and will expire on June 30, 2026. If licenses are not used by the expiration date or earlier termination of the applicable agreement, District will not be entitled to use such assessment and will not be entitled to any refund, proration, rebate, or other compensation for expired licenses.

Districts will be responsible for any overages and will be billed accordingly.

Required Training

Texas Reclassification Training Academy (TXRTA)

The Texas Reclassification Training Academy (TXRTA) offers flexible training options for districts of all sizes. TXRTA has two main components: On Demand Trainings and Speak with a Specialist.

- **On-Demand Trainings** are brief videos that can be accessed 24/7. The series mirrors the live training classes and can be used as initial training, refresher training prior to testing, and as facilitator videos for training your staff and ensuring content accuracy.
- **Speak with a Specialist** are 15-minute conversations with a certified training specialist to answer clarifying assessment questions after attending training. This invaluable service aids users in understanding how they may implement the assessment in unique situations or clarify questions.

Required Course

- Course 1 = **Technical Readiness** (Recommended Attendees: Account Holder and Data Contact)
- Course 2 = **Introductory and Data Set-Up** (Recommended Attendees: Account Holder and Data Contact)
- Course 3 = **DataManager Set-up and Test Administration** (Recommended Attendees: Account Holder and Test Administrators)
- Course 4 = **Proctor Training** (Recommended Attendees: Account Holder, Trainer/Facilitator and Test Administrators)
- Course 5 (optional) = **Remote Proctoring Best Practices** (Recommended Attendees: Account Holder, Trainer/Facilitator and Test Administrators)
- Course 6 (optional) = **Post-test: Pulling Student Report** (Recommended Attendees: Account Holder, Trainer/Facilitator and Test Administrators)

Quantity Ordered	Description	Price	Number of Seats	Title Number	Subtotal
	Single seat	\$40 per seat	1 to 4	2000678	
	Small group	\$200 per group	5 to 19	2000679	
	Medium group	\$300 per group	20 to 29	2000680	
	Large group	\$400 per group	30 and up	2000681	

Training Requirements Subtotal _____

Custom Training (Optional)

The Riverside Training and Enablement team is prepared to support districts and campuses beyond required training at request, through either webinar or onsite formats. Please contact your Assessment Consultant to discuss training sessions tailored for your district.

Quantity Ordered	Description	Price	Length	Number of Seats	Title Number	Subtotal
	Custom Webinar	\$250	1 hour	1 to 100	2001661	
	Onsite Training	\$3,500	Up to 6 hours	1 to 40	2001663	

Custom Training Subtotal _____

Subtotal for this page _____

Prices are valid until August 31, 2026 and are subject to change without notice.

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2025–2026 Iowa Assessments Form F with 2024 Norms Online Order Form, Continued

Item	Code #	# of Students	\$ per Student	Total Price
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Supplemental Testing Materials (Optional)

The materials below can enhance the success of your testing program.

Note: Supplemental materials are part of Riverside Insights general assessment programs. These items are not contracted under the TEA Reclassification Assessment program.

Practice Tests

Practice tests are recommended as a best practice to support student preparation for the ideal testing experience. Students will gain awareness of the directions and types of questions on the exam. Implementing practice tests additionally gives testing sites and staff increased preparation prior to testing, supports a positive testing culture, and offers an opportunity for explanation of less familiar concepts. *Note that practice tests are only available in a paper-pencil format.*

Complete/Core & Survey Batteries, Package of 25

Form F, Levels 7-8, Grades 1–2	1698379	_____	\$58.85	_____
Form F, Level 17/18, Grades 11–12	1487710	_____	\$58.85	_____
Supplemental Materials Subtotal				_____

Campaign = RIVGRY4406

How to Place Your Order:

Via email: orders@service.riversideinsights.com

Via mail:

Customer Service
Riverside Insights
One Pierce Place, Suite 900W
Itasca, IL 60143

For questions and support, call 800.323.9540 (no phone orders, please).

When calling, select Option 2, then Option 3 for Special Accounts.

For more information, including our W-9 form, please visit our Help and Support page on our website at riversideinsights.com/support.

Note: To ensure adequate processing time when submitting an expedited RUSH order, please contact customer service at 800.323.9540.

Product Order Subtotal	_____
State Sales Tax*	_____
Shipping Service Fee**	_____
Order Total	_____

*Sales tax not charged for training.

** Shipping service fees apply only to paper-pencil practice test orders. A shipping service fee is prepaid and added to the invoice. Estimate 10% (\$20.00 minimum) for ground shipping; 15% (\$25.00 minimum) for Second Day Air; 17% (\$35.00 minimum) for Next Day Air shipping; and 25% (\$27.50 minimum) for international shipments.

Prices are valid until August 31, 2026 and are subject to change without notice.

All orders will be filled at prices in effect upon receipt of your order.

To obtain the most up to date pricing, please visit us online at www.riversideinsights.com.

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