

# WorkKeys<sup>®</sup> Test Order Form

Date: \_\_\_\_\_ Fax No: \_\_\_\_\_

Test Administrator: \_\_\_\_\_

Address for Tests/Scores to be mailed to: \_\_\_\_\_

List the date(s) you expect to test: \_\_\_\_\_ Materials must arrive at your site by: \_\_\_\_\_

(Note: minimum 2 weeks notification required)

Assessment Name	Fee (Fee assessed at the time of scoring based on the number of assessments scored.)	Quantity
Applied Math	<b>\$5.00 per assessment</b> Booklet format; multiple-choice	
Locating Information		
Reading for Information		
Writing (Answer Booklet)	Fee assessed at the time of scoring. <b>\$10</b>	
Readiness Tests	No charge for VR clients <b>\$2.00 for others</b>	
Test Prep Kits	<b>\$4.50 ea.</b>	AM ____ RFI ____ LI ____ AT ____
Practice Tests	<b>\$2.25 ea.</b>	AM ____ RFI ____ LI ____ AT ____
Targets for Instruction	<b>\$12.50 ea.</b>	AM ____ RFI ____ LI ____
Other Testing/Instructional materials: _____		

Purchase Order # (if needed): \_\_\_\_\_

Please fax or email this form to your RAETAC office:

<b>Region 1</b> – SC Adult Education Training and Resource Center	FAX (864)355-6082 Tel. No. (864)355-6080	<a href="mailto:kwoodson@greenville.k12.sc.us">kwoodson@greenville.k12.sc.us</a> (Attn: Kathy Woodson)
<b>Region 2</b> – Sumter County Adult Education	FAX (803)775-4665 Tel. No. (803) 778-6432	<a href="mailto:raetacregion2@yahoo.com">raetacregion2@yahoo.com</a> (Attn: Tara Smith)
<b>Region 3</b> – Dorchester School District 2 & 4	FAX (843) 821-3982 Tel. No. (843) 873-7372	<a href="mailto:aslepski@dorchester2.k12.sc.us">aslepski@dorchester2.k12.sc.us</a> (Attn: Arly Slepski)
<b>Region 4</b> – Poynor Adult and Community Education Center	FAX (843)664-8155 Tel. No. (843) 664-8152	<a href="mailto:pamelasrabon@fsd1.org">pamelasrabon@fsd1.org</a> (Attn: Pam Rabon)

*The fees listed on this WorkKeys Order Form are for Adult Education programs ordering through one of the four RAETAC offices listed above.*