

# College BASE Order Form for Customized Services and Reports



Instructions for ordering customized services and reports: Please supply all the information requested in the shipping and billing sections. When placing your order be sure to specify the testing date(s) for inclusion. A complete description of each special service/report appears on the back of this sheet.

## Ship Materials To:

(Please Print)

Date:		Purchase Order#:	
Name:			
School:			
Street Address:			
City:	State:	Zip Code:	
Telephone:			
Email:			

## Bill To:

(If Different from Shipping Address)

Date:		Purchase Order#:	
Name:			
School:			
Street Address:			
City:	State:	Zip Code:	
Telephone:			
Email:			

Customized Services and Reports	Specify Requested Information	Quantity of Each	Item Code	Price per Each
Summary by major (attach list of majors)	Testing date(s) for inclusion:	Summary(ies) _____	59462	\$300.00
Summary by ethnicity	Testing date(s) for inclusion:	Summary(ies) _____	59461	\$125.00
Summary by gender	Testing date(s) for inclusion:	Summary(ies) _____	59461	\$125.00
Summary by year in school	Testing date(s) for inclusion:	Summary(ies) _____	59461	\$125.00
Summary by institution-designated research questions (Attach list of research questions)	Testing date(s) for inclusion:	Summary(ies) _____	59476	\$200.00
Administration roster	Testing date(s) for inclusion:	Roster(s) _____	59468	\$60.00
Electronic Data Files on compact disc (CD)	Testing date(s) for inclusion:	CDs _____	59465	\$60.00
Chance score report	Testing date(s) for inclusion:	Report(s) _____	59467	\$155.00
Item analysis	Testing date(s) for inclusion:	Analysis(es) _____	59471	\$60.00

Send the *Order Form for Customized Services and Reports*, and completed answer booklets to

**Assessment Resource Center**  
2800 Maguire Boulevard  
Columbia, MO 65211

You may fax additional orders for customized services and reports to **573-882-8937**

Contact the *College BASE* coordinator at **1-800-366-8232** or email: [CollegeBASE@missouri.edu](mailto:CollegeBASE@missouri.edu)

# Descriptions of *College BASE*

## Customized Services and Reports

See reverse side of this sheet for order form

Item Code	Customized Services and Reports
59462	A disaggregated summary report breaks out populations of students by major fields. Disaggregated summaries are based on a list of majors and corresponding codes developed by the institution. Students record their major field of study in the <i>College BASE</i> answer book. Institutions may call the <i>College BASE</i> coordinator for specific instructions.
59461	Summary reports break out specific populations of students by ethnicity, gender, or year in school. Institutions can utilize optional research questions in the <i>College BASE</i> answer booklet to designate specific groups of students and receive special summaries of group performance.
59476	Institutions requiring additional research data may develop questions for students that will provide the basis of disaggregations for specific populations. For example, additional disaggregations may be provided for transfer students compared to native students, or for students following specific coursework. Institutions interested in using local questions should contact the <i>College BASE</i> coordinator for specific instructions..
59468	The administration roster includes names in alphabetical order, federal identification numbers, and scores for the administration. A cross-reference list by federal identification number is also provided
59465	The <i>College BASE</i> compact disc (CD) includes student records in two file formats: a Microsoft Excel file allowing for easy visualization, sorting, selection, and categorization of data for research and student evaluation, and a traditional text file with record layout for uploading to an institutional database. Both files include student demographic data and scores for all subjects, clusters, and skills
59467	The chance score report assists institutions in identifying students who might not have made a true-faith effort while taking <i>College BASE</i> . Students are included who answer less than 20% of all items correctly. Institutions may designate a different cutoff level and/or may designate less than all subjects to be included.
59471	The item analysis provides data to an institution on performance of each test item for a specific administration or a group of administrations.