

College BASE Order Form for Test Materials



Instructions for ordering materials: Please supply all the information requested in the shipping and billing sections. Indicate in the "units ordered" column the number of units of each item you are ordering. A complete description of each item appears on the back of this sheet.

Ship Materials To:

(Please Print)

Bill To:

(If Different from Shipping Address)

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

Description	Item Code	Unit	Units Ordered	Price per Unit	Extended Price	
Form LY test booklets (Each package of test booklets contains one <i>College BASE</i> Examiner's Manual.)	59117	50 test booklets/pkg	___pkg(s)	\$82.00	\$	
<i>College BASE</i> Manual for Test Coordinators and Examiners	59301	One Manual	___manual (s)	\$15.00	\$	
Answer booklets	59001	50 answer booklets/pkg	___pkg(s)	\$52.00	\$	
Manual for Test Coordinators and Examiners Supplement, Administration of <i>College BASE</i> 1:1	59111	One Manual	___manual (s)	\$10.00	\$	
Accommodations package with compact disc	59106	One pkg	___pkg(s)	\$80.00	\$	
Students' Guide to <i>College Base</i> National Edition	59318	25 student guides/pkg	___pkg(s)	\$29.00	\$	
Shipping charges are prepaid and added to the invoice. Terms are net 30 days. Your order will be sent by UPS ground within 24 hours of order receipt. Arrangements may be made for overnight or 2 nd day delivery. Charges for expedited orders will include actual shipping costs, plus 5% of the sub total. To receive credit for unused test materials, packages must be returned unopened within 30 days of purchase. Returned materials are subject to a 25% restocking fee.				Subtotal		
				Shipping & Handling (add 10% of Subtotal)		\$
				Order Total		\$

Mail or fax your order to Assessment Resource Center, University of Missouri.

Address: 2800 Maguire Boulevard
Columbia, MO 65211

Fax: 1-573-882-8937
Phone: 1-800-366-8232

Email: CollegeBASE@missouri.edu

Description of College BASE Test Materials

See reverse side of this sheet for order form

All *College BASE* test material is applicable for administering same-subject options, basic skills options, and *College BASE 1:1* (Short Form).

College BASE test forms are updated regularly and are useable for four years from the date of publication. Each *College BASE* test form is calibrated to ensure comparable scores with other *College BASE* test forms.

Item Code	Item Description
59117	Form LY test booklets with one <i>College BASE Examiner's Manual</i> , useable until June 2017. (50 booklets/pkg)
59301	<i>College BASE Manual for Test Coordinators and Examiners</i> . (Can be ordered individually when extra manuals are needed in addition to the copy provided with each package of test booklets.)
59001	Answer booklets (50 booklets/pkg)
59111	Manual for Test Coordinators and Examiners Supplement, Administration of <i>College BASE 1:1</i>
59106	Accommodations package designed for students with low vision or for students with normal vision who need the audio version. Includes test questions in audio files on a compact disc. Written material includes: one large-print test form LR, five large-print answer booklets (18 pt bold Arial type is used), one regular-print test form LR, five regular-print answer booklets, and <i>Examiner's Manual</i> . Requires testing center to have personal computer with ability to play MP3 files.
59318	<i>Students' Guide to College BASE: National Edition</i> , contains guide to test content and other useful information for students preparing to take the exam. The guide to test content is also downloadable from the <i>College BASE</i> website at no charge: http://arc.missouri.edu/PDF/CBASE/Test_Contents.pdf