



College *BASE* Order Form for Customized Services and Reports



Instructions for ordering customized services and reports: Please print "Ship To" and "Bill To" (if applicable) information, including today's date and your Purchase Order number. Where indicated specify the testing date(s) for inclusion. When ordering the comparative/comparable institution report indicate the type of institutions to be included in your cohort. A complete description of each special service/report appears on the back of this sheet. Prices are valid September 1, 2011 – August 31, 2012.

| Ship Materials To: (Please Print) | | | | Bill To: (If different from Shipping Address) | | | | | |
|---|--|------------------|--|---|--|-------|--|-----|--|
| Date: | | Purchase Order # | | | | | | | |
| Name | | | | Name | | | | | |
| School | | | | School | | | | | |
| Street | | | | Street | | | | | |
| City | | State | | City | | State | | ZIP | |
| Telephone No. | | | | Telephone No. | | | | | |
| Email address | | | | Email address | | | | | |

| 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 |
| Comparative/comparable institution report | Type of institutions for comparison: _____ | _____report(s) | 59463 | \$300.00 |
| Administration roster | Testing date(s) for inclusion: | _____roster(s) | 59468 | \$60.00 |
| Electronic Data Files on compact disc (CD) | Testing date(s) for inclusion: | _____CD(s) | 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*, *Order Form for Standard Scoring Services*, and completed answer booklets to the Assessment Resource Center, 2800 Maguire Boulevard, Columbia, MO 65201. 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.

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. |
| 59463 | Comparative/comparable reports compare students' performance on the criteria measured by <i>College BASE</i> against the performance of students at other institutions of any type (e.g., two-year schools, Carnegie-designated Mas I institutions). This custom report uses the same format as the institutional summary score report which institutions receive for each of their administrations. |
| 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. |
| 59469 | Additional custom reports or data analysis may be requested to meet customer requirements. Actual preparation time is invoiced at \$76.00 per hour. Estimates are available at no charge. Call the <i>College BASE</i> coordinator at 1-800-366-8232 for more information. |