

PARAPRO ASSESSMENT FACT SHEET
Prepared by the RI Department of Education – February 2009

What are key facts?

- The ParaPro Assessment, developed by ETS, is an academic assessment of knowledge of, & the ability to assist in instruction, reading, writing, & mathematics. A handout entitled, ParaPro Knowledge & Skill Areas, lists knowledge & skills tested on the ParaPro Assessment. Download this handout at www.ritap.org/ta on the ParaPro Assessment webpage.
- It is administered in 2 ways: (1) an Internet Based Test (IBT) via a computer at participating school districts & collaboratives & (2) a Paper & Pencil (written) Test at ETS test sites in RI. The content of both versions of the test is the same.
- Take photo identification with you when you go to take the test.
- The test has 90 multiple-choice items. Both the IBT & Paper & Pencil Test allow 2.5 hours to take the test. You may be able to complete it more quickly. It is a continuous test. This means you can go back & forth among sections of the test while you are taking it.
- The test yields one overall score that is the score used to determine passage. The test also yields 6 sub-scores – 3 related to content knowledge & 3 related to the application of knowledge & skills to classroom instruction. Sub-scores help the test taker assess strengths & needs & target areas of remediation if retaking the test is needed. You can retake the test as many times as you want. ETS recommends waiting 30 days before retaking the test to allow time to study to be better prepared.
- 461 is the standard score for passing the ParaPro Assessment as adopted by the RI Board of Regents for Elementary & Secondary Education.
- The test is available only in English.
- Cost - \$45 is the fee set by ETS & is the cost of taking the Paper & Pencil version.
- **For more information, go to the ETS website at www.ets.org where you should click on “Quick Links”, then “Find a Test” & then click on ParaPro. This will take you to the ParaPro Home Page.** The website provides a Registration Bulletin that you can download plus information on testing centers, resources you can use to help you prepare for the test. You can also call 1-800-772-9476 or 1-609-771-7395.

How will the Internet-Based Test (IBT) be administered?

- The IBT ParaPro is taken over the computer. Only school districts & educational collaboratives are authorized by ETS to be IBT ParaPro test locations. Do not register with ETS for the IBT ParaPro. Instead, contact the RI IBT ParaPro locations directly. To access a listing of these locations, go to www.ritap.org/ta (See ParaPro Assessment).
- The IBT begins with a 30-minute tutorial to orient you to taking a test on the computer. The tutorial is separate from the actual testing time of 2.5 hours. This tutorial is also available for free on the ParaPro website so that you can practice using the computer on your own before the day when you take the test.
- During the test, questions & answers will appear on the computer screen. You will click on the right answer on the screen. There is a way to “mark” questions left unanswered so that it is easy to go back to answer them later. There is a clock on the screen to help you keep track of time. You can click the clock off if you want, but it will always appear during the last 10 minutes of the test. You can take scratch paper & a pencil with which to work problems, but you cannot take a calculator to the test.
- The IBT ParaPro has some advantages over the Paper & Pencil ParaPro. Many TAs report it is easier to take the test on a computer than in writing. The IBT ParaPro has more scheduling options. That is, there are a variety of RI IBT district & collaborative sites (see above) offering testing throughout the year. Where as, the Paper & Pencil ParaPro is offered only 4 times a year in sessions with a limited number of slots. Registering for the IBT is easier by way of contacting the RI district or collaborative site directly whereas the Paper & Pencil ParaPro requires getting the ParaPro Registration Bulletin from ETS (see next page) & submitting the registration by the deadline - & then the session may already be full.
- Persons taking the IBT get immediate unofficial scores & sub-scores. These scores are also immediately available to the district. Official results are mailed in 2 weeks.

How will the Paper & Pencil Test (Written Version) be administered?

- ParaPro is offered in a Paper & Pencil/written version for people who prefer such a testing format, who may want or need to take the test on their own rather than through a school district or educational collaborative & who require special accommodations (see below).
- To register for the Paper & Pencil Test, you must use the Registration Bulletin that provides the required registration forms, testing information, which tests are offered at which test centers on which dates, etc. Order the Bulletin by calling 1-800-772-9476 or 1-609-771-7395 or download it from the **ParaPro Home Page** (see how to get there on the first page of this handout). ETS will then provide you with an “admission ticket” that you will need to take with you to take the test.
- Testing starts promptly at 8:00 AM. You should arrive by 7:30 AM to sign-in. Take at least 3 well-sharpened No. 2 pencils to mark the test answers by filling in the correct “bubble” on the answer sheet with a mark that is heavy, dark & completely fills the answer space. You can work problems right on the pages of the test booklet, make notes to yourself or mark questions to review later. You will leave the test booklet at the test site. You cannot take a calculator.
- The Paper & Pencil Test takes place 4 times each school year in conjunction with the ETS Praxis Test (ETS test required for teachers). To learn on test centers and dates, go to the **ParaPro Home Page** (see how to get there on the first page of this handout). Click on “Find a Test Center” and then on “Test Centers” for the RI test centers and dates. All dates are on Saturdays. RI test centers: University of RI in Kingston; RI College in Providence; Feinstein High School in Providence; Brown University in Providence & Salve Regina in Newport.
- Persons taking the Paper & Pencil test get test results in about 4 weeks.

Are there accommodations for persons with disabilities or whose primary language is not English?

- If you have a disability, you can ask for accommodations. The Registration Bulletin tells you how you can qualify for these. Access information also at the **ParaPro Home Page** & click on “Test Takers with Disabilities” for more information. You can also call Disability Services at 1/866-387-8602; 1/609/771-7780 or TTY (for callers who are deaf or hard-of-hearing) 1/609/771-7714; fax: 1/609/771-7165.
- If your Primary Language is Not English (PLNE), you can ask for extended time in test taking. The Registration Bulletin that you can download from the ParaPro Home Page tells you how you can qualify for this. Access information at the **ParaPro Home Page**. Click on “Find a Test Date”. Those dates with an asterisk (*) are the dates when the testing for Primary Language is Not English (PLNE) is available. RI’s PLNE testing site is RI College, (Code - TC 00349).

What are study strategies people can use to prepare for the test?

- Test-At-A-Glance – This is a free 14-page mini-workbook on how to prepare for the test available at the **ParaPro Home Page** under “test preparation”. It includes 15 sample questions with answers & explanations.
- Tutorial – The **ParaPro Home Page** under “test preparation” includes a free tutorial that you can access to practice taking the test via computer prior to the actual testing day.
- Reducing Test Anxiety – Free booklet that you can download from the **ParaPro Home Page** under “test preparation”
- ETS ParaPro Assessment Study Guide & Individual Practice Test - ETS sells an in-depth Study Guide with a 90-question Individual Practice Test & various instructional materials. It can be used individually or with groups. It can be purchased through the ETS website at www.ets.org or 1-800-537-3161. There are group discounts. The Study Guide is available on loan – for free - from Collaboratives in East Bay (245-4998), Northern RI (658-5790), Southern RI (295-2888), & West Bay (941-8353) + RITAP (456-4600) & CHILDSPAN (729-0765).
- PLATO® ParaPro Preparation Package – ETS has collaborated with PLATO Learning, Inc. on a web-based ParaPro instructional package - good for people who prefer to work at their own pace.
- Participate in Training – You can get a list of places in RI offering ParaPro preparation training at www.ritap.org/ta (See ParaPro Assessment).

NOTE: For a copy of this Fact Sheet along with related ParaPro information, go to www.ritap.org/ta.