

Millwood Public Schools 6724 Martin L. King Oklahoma City, OK 73111	Effective: 8-3-98 Revised:12-7-98	Regulation I-22-R1
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## PROFICIENCY TESTING PROGRAM

The procedure for Proficiency Testing is as Follows:

### STEP ONE

A student, parent or guardian requests registration materials from the school principal. Upon receipt of completed registration materials, the principal of the school shall inform the student's parent or guardian of the educational options available to the student. The student's social, emotional, physical, and mental maturity shall be considered in making a recommendation regarding the student's readiness for testing and possible advancement. Registration for proficiency testing must be received in the Superintendent's Office no later than ten (10)days before a test date.

### STEP TWO

At the next scheduled test date, students in grades kindergarten through eight will be required to take an objective test covering the state's learner outcomes for the core curriculum of that grade. Students in grades nine through twelve will be required to take an objective test in the specific course (s) they have requested. No more than four (4) course tests may be taken during any test administration date.

### STEP THREE

Students who score at least 80% on the proficiency test will be advanced to the next grade/level of study. Advancement to the next level of study does not necessarily mean promotion to the next grade level.

Students will receive a letter grade of "B" or "A" for the grade level/course for successful completion of proficiency testing consistent with the district grading scale. A notation of "Proficiency Test (PT)" will be included on the student's permanent record and transcript.