Paper Format *Field Test Request Form*

NOTE: This form must be completed using the **current** *Field Test Request Guide*, which is available at: http://education.alberta.ca/admin/testing/forms.aspx

Field Test Session: ☐ **1** ☐ **2** Principal Has Approved School Participation ☐

School Information:

School Name _____ School Code _____ School Location (City or Town Name) _____

Name of Designated *School Field Test Contact* _____ Name of Person Submitting Form if Different from Designated Contact _____

Designated Contact Phone Number _____ Submitter's Phone Number _____

Designated Contact Email Address _____ Submitter's Email Address _____

Field Tests Requested:

Field Test Requested* (Test Code)	**Preferred Field Test Date**	**Class To Be Tested (Class Name or ID #)**	**# of Students In Class**	**Full Name of Teacher Whose Class Will Be Tested**	**Class Start Time**	**Class Finish Time**
Example						
D908	*January 7*	*9D*	*25*	Patricia Smith	10:20	11:20

*Field tests must be requested by **Test Code**. These codes are **year and session specific** and are provided in the *Field Test Request Guide* that is available at: http://education.alberta.ca/admin/testing/forms.aspx

Please return this form via e-mail to field.test@gov.ab.ca using the **subject line** "Paper Field Test Request: Your School Code, Your School Name" (e.g. Paper Field Test Request: 9999, Ben Hur High School).