

5/13/11

Dear Parent/Guardian,

This spring, your student, [student name], participated in the [test subject/name] administration. The purpose of this letter is to inform you that your student's [subject] test has been invalidated, which means that your student will not receive a score for this test.

The Florida Department of Education employs a test security company named Caveon Test Security to analyze student test results to detect irregularities. Caveon focuses on the most egregious offenses and strictly adheres to a conservative threshold of 1 in one trillion, which means that the chance of a student being flagged for irregularities is  $10^{12}$ . If student results were flagged using this threshold, the Department invalidated the results. Your student's test was flagged in this analysis, and that is why he/she is not receiving a score.

If you would like more information about this process or why your student's test was flagged, please contact [school or district contact information]. If you or your student believes that the test was flagged in error, please discuss this with [contact] at that time and we will determine if the decision to invalidate should be appealed. Appeals need to be submitted to the district testing office by [district set its own deadline in order to get package to DOE by September 1].

For more information about the Caveon analysis, you may access the memorandum sent to Superintendents at <http://www.fldoe.org/asp/k12memo/pdf/idfpsfv.pdf>.

Thank you,  
[principal or DAC name]