

**APPLICATION TO USE LOCAL METHOD TO DETERMINE
COLLEGE READINESS FOR DEVELOPMENTAL EDUCATION
Form No. ALTPLACE-01**

BACKGROUND

Section (s.) 1008.30, Florida Statutes (F.S.) requires the State Board of Education (SBE) to develop and implement a common placement test for the purpose of assessing the basic communication and computation skills of degree-seeking students. The SBE has identified four common placement tests via Rule 6A-10.0315, Florida Administrative Code (F.A.C.). Through this rule, SBE establishes the test scores a student must achieve to demonstrate readiness to perform college-level work.

During the 2021 legislative session, Senate Bill (SB) 366 amended Florida Statutes to expand the mechanisms institutions may use to assess readiness for college-level work. As of March 2022, Florida College System (FCS) institutions may use alternative methods in lieu of a common placement test to assess student readiness for college-level work in communication and computation. In short, alternative methods provide more options for institutions when determining how to assess student readiness for college-level work. FCS institutions may:

- 1) Continue to use approved common placement tests. The four common placement tests approved in rule may continue to be used: Florida Postsecondary Education Readiness Test, ACCUPLACER, SAT and ACT. SB 366 did not eliminate placement tests; rather, it provided more options for institutions to use when determining readiness.
- 2) Use an approved alternative method identified in Rule 6A-10.0315, F.A.C., which fall into four categories:
 - a) Other standardized assessments (e.g., HiSET®, TASC™, PSAT).
 - b) A 3.0 unweighted high school GPA in conjunction with grades in high school mathematics or English courses whose standards align with postsecondary readiness standards.
 - c) Credits earned for college-level coursework via the credit-by-examination equivalency list.
 - d) Local placement methods that are reliable and valid (for developmental education placement only). Examples of local placement methods include, but are not limited to diagnostic tests, student guided self-placement, institution-derived assessment tools for English and mathematics, surveys with decision trees, automated processes based on algorithms, and one-on-one meetings with advisors. Institutions that wish to use a local placement method as a measure of college readiness will need to seek approval by the Division of Florida Colleges, Florida Department of Education. These methods may only be used for developmental education purposes.

Note: Local methods that are used for course-level placement do not require department approval.

INSTRUCTIONS

This Application to Use Local Method to Determine College Readiness for Developmental Education, Form No. ALTPLACE-01, is to be completed by each Florida College System institution seeking approval to use a local placement method to assess student readiness to perform college-level work pursuant to s. 1008.30, F.S. This form must be completed for each local placement method requested; do not combine multiple methods into one form.

When submitting the application, the institution must attach supporting documentation containing quantitative and qualitative data. Institutions should treat the documentation as an opportunity to share the most compelling evidence of validity and reliability of the local placement method. The documentation should be a collection of recent (within the last 3-5 years), relevant and well-labeled files that contain tables, figures or other material. The supporting documentation must be attached as a single Word or PDF document; Excel files will not be accepted.

This complete application and supporting documentation must be submitted via email to FCSInfo@fldoe.org. For Spring Term use, the application must be submitted by the preceding October 15. For Summer Term use, the application must be submitted by the preceding February 15. For Fall Term use, the application must be submitted by the preceding May 15. Earlier submissions are encouraged and will be reviewed on a rolling basis.

The Division of Florida Colleges (Division) will provide the institution with a written decision no later than (45) days upon receipt of a complete submission.

- **Full approval:** The application and supporting documentation were sufficient in demonstrating the local placement method is a valid and reliable placement tool. The institution is fully approved to use the local placement method for developmental education placement.
- **Provisional approval:** The application and supporting documentation demonstrated the local placement method may be a valid and reliable placement tool, but up-front information is limited. Institution has approval to use the local placement method for a period of three terms, during which time the institution will be required to collect data on the efficacy of the method. At the conclusion of the provisional period, the institution will be required to resubmit their application and supporting documentation to the Division for consideration.
- **Denial:** The application and supporting documentation did not demonstrate the local placement method may be a valid and reliable placement tool. If the application is denied, the institution will receive written notification identifying the specific areas of deficiency. The institution may resubmit their application at a later date once any outstanding issues are resolved.

Questions may be addressed to FCSInfo@fldoe.org.

INSTITUTIONAL INFORMATION

1. College name

Click or tap here to enter text.

2. Contact information

Name	Click or tap here to enter text.
Title	Click or tap here to enter text.
Email Address	Click or tap here to enter text.

3. Please indicate the status of your application.

- ☐ **Initial.** This is the first time my institution has submitted this method for consideration.
- ☐ **Resubmission- Provisional Seeking Full Approval.** My institution received provisional approval for this method; this is a resubmission for full approval.
- ☐ **Resubmission- Previously Denied.** My institution has previously submitted this method for consideration, but the request was denied. My institution addressed the deficiencies and is resubmitting this method for consideration.

ABOUT THE METHOD

4. What is the subject area the local placement method? Select one.

- ☐ Computation
- ☐ Communication – Reading
- ☐ Communication – Writing
- ☐ Communication – Combined Reading/Writing

5. What is the name of the local placement method?

Click or tap here to enter text.

6. Provide a narrative that describes the local placement method.

Click or tap here to enter text.

7. Provide a narrative explaining how this method was developed.

Click or tap here to enter text.

AVAILABILITY AND ACCESSIBILITY

8. Is there a cost to the student for using this method?

- ☐ No
- ☐ Yes If “Yes,” please specify: Click or tap here to enter text.

9. Is there a cost to the institution for using this method?

- ☐ No
- ☐ Yes If “Yes,” please specify: Click or tap here to enter text.

10. Is the method available in other languages for non-native English speakers?

- ☐ No

☐ Yes If “Yes,” please specify: Click or tap here to enter text.

11. What is the availability of the method for entering students? (e.g., it is available to all students, it is only available to Florida high school graduates, etc.)

Click or tap here to enter text.

12. What accommodations are available to students with disabilities?

Click or tap here to enter text.

EVIDENCE

13. If applicable, provide a narrative explaining how your institution has previously used the method (e.g., as a multiple measure, during COVID-19 emergency order waiver of common placement test, for course-level placement, etc.).

Click or tap here to enter text.

14. What is the minimum standard by which the alternative method should be measured? In other words, how will a student’s readiness be determined?

Click or tap here to enter text.

15. How was the minimum standard determined?

Click or tap here to enter text.

16. Provide a narrative summarizing the evidence (quantitative and qualitative data) that this method is an accurate and reliable measure of college readiness. (e.g., learning outcomes alignment, research studies, evidence from your institution, etc.). This narrative should summarize all the key takeaways from the supporting documentation provided in response to question 17.

Click or tap here to enter text.

17. Provide a table of contents for the supporting documentation provided as evidence in the separate attachment. Add additional rows as needed.

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