


2024 TELPAS/TELPAS Alternate Scanning Layout

Deadline: April 5, 2024

Acceptable File Formats	 TELPAS & TELPAS ALT File Name	Included in this file	TELPAS	TELPAS ALT
PDF	T1 Spring TELPAS/TELPAS Alt. Administration Procedures	<i>Sign-In Agenda and Handouts</i>	√	√
PDF or PPT	T2 Spring TELPAS/TELPAS Alt. Administration Procedures ppt		√	
PDF	T3 Oaths TELPAS Holistic Rating Participants	<i>Oaths for Raters, Verifiers and Proctors</i>	√	√
PDF	T4 Oaths - TA		√	
PDF	T5 Oaths - Technical Support		√	
PDF	T6 Oaths - Classified		√	
PDF	T7 Oath - Student Cell Phone Oaths	TestHound - Room Electronics	√	
PDF	T8 Oaths - Staff Cell Phone		√	
PDF	T9 Certificates - Assembly and Verifying		√	
PDF	T10 Certificates - Basic Online Training		√	
PDF	T11 Calibration Certificates		√	
PDF	T12 Calibration Rosters Signed by Proctor		√	
Excel or PDF	T13 TELPAS Rater & Verifier Roster	Final Submission from XXXX	√	√
PDF	T14 Official TELPAS Rating Rosters Signed by Principal		√	
PDF	T15 Testing Roster	<i>must include TA, Student & Grade Info</i>	√	√
PDF	T16 Seating Charts	TestHound - Material Control Form & Room Start/Stop	√	
PDF	T17 Restroom Logs		√	
PDF	T18 Maps and Assignments		√	
PDF	T19 TELPAS Testing Procedures		√	
PDF	T20 Ticket Control Form		√	

DO NOT CREATE NEW FOLDERS
IF APPLICABLE, PLEASE INCLUDE ACCOMMODATIONS ON ROSTERS

Last Updated 01/23/24