

This request is for a revision of the approval for the reporting and recordkeeping requirements that are contained in the information collection 1845-0049 for Student Assistance General Provision in the regulations in Subpart J-Approval of Independently Administered Tests; Specification of Passing Score; Approval of State Process.

There are no forms or formats established by the Department for the reporting or recordkeeping requirements. These regulations govern the application for and approval of assessments by the Secretary by a private test publisher or State that are used to measure a student's skills and abilities. The administration of approved ATB tests may be used to determine a student's eligibility for assistance for the Title IV student financial assistance programs authorized under the Higher Education Act of 1965, as amended (HEA) when, among other conditions, the student does not have a high school diploma or its recognized equivalent.

The request for ATB test approval from independent test publishers or the request for approval of a State process will continue to be received by the Department as often as the test developers determine it is in their interest to apply for the Secretary's approval or as the agreement reaches its expiration consistent with the regulations in Subpart J.

Section 668.151 – Administration of tests.

Section 668.151(g)(4) requires that institutions where approved ATB test are given by certified test administrators either at assessment centers or by an independent test administrators, maintain the name and address of the test administrator who administered the test.

Section 668.151(g)(5) requires that if the individual who took the test has a disability and as a result was unable to be evaluated by the use of a conventional test or required test accommodations, that documentation of the individual's disability and of the testing arrangements must be maintained by the institution.

We estimate that on average it will take an institution .08 hours (5 minutes) per 23,046 ATB test to collect and maintain the identifier information on each test administrator for each ATB test provided. In addition, for the estimated 2,766 ATB test takers who are individuals with disabilities that it will take an additional .08 hours (5 minutes) per test taker to collect and maintain documentation on the individual's disability and the testing accommodations that were made by the test administrator for the ATB test-taker.

Section 668.151(g)(4) – requirement that institutions maintain the identifier information for all certified ATB test administrators.

AFFECTED ENTITIES and BURDEN:
Continuing Burden for Private Institutions

23,046 ATB test takers X 38% (825 Private institutions as a percentage of 2,170 participating institutions) = 8,757 X .08 hours = 701 hours

| # of Respondents: | # of Responses: | # of Burden Hours: |
|-------------------|-----------------|--------------------|
| 825 | 8,757 | 701 |

Section 668.151(g)(5) – requirement that institutions collect and maintain documentation of the individual ATB test-takers disability and of any accommodating provided by the certified test administrator to the ATB test-taker (668.151(g)(5)).

AFFECTED ENTITIES and BURDEN:
Continuing Burden for Private Institutions

2,766 cases of individuals with disabilities taking an ATB test X 38% (Private institutions as a percentage of all participating institutions) 1,051 X .08 hours per case reported = 84 hours

| # of Respondents: | # of Responses: | # of Burden Hours: |
|-------------------|-----------------|--------------------|
| Subtotal | | |
| * | 2,766 | 221 |

*=Avoids duplication of the universe of respondents at the time of filing.

Revised Sub-total for 34 CFR 668.151:

| # of Respondents: | # of Responses: | # of Burden Hours: |
|-------------------|-----------------|--------------------|
| 825 | 9,808 | 785 |

Section 668.152 – Administration of tests by assessment centers.

The regulations require that if the test assessment center scores the approved ATB test that it must provide a copy of the completed test to the test publisher or State, as applicable, on a weekly basis to include either; the name, address, and any other identifier provided by the test publisher or State of the test administrator who administered the test; or a report of all test-takers' scores and institutions to which the scores were sent and the name, address, and any other identifier provided by the test publisher or State of the test administrator who administered the test.

We estimate that of the 2,000 test administrators, approximately one-third or 660 are at test assessment centers.

AFFECTED ENTITIES and BURDEN:
 Continuing Burden for Private Institutions

We estimate that 15% of the test assessment centers giving ATB tests are at private non-profit institutions.

$$\begin{aligned}
 &660 \text{ assessment centers} \times .15 = 99 \\
 &X \underline{\hspace{1cm}} .17 \text{ hours (10 minutes)} \\
 &X \underline{\hspace{1cm}} 52 \text{ weeks} \\
 &\text{equals 875 hours of additional burden.}
 \end{aligned}$$

Sub-total for 34 CFR 668.152:

| # of Respondents: | # of Responses: | # of Burden Hours: |
|-------------------|-----------------|--------------------|
| 99 | 5,148 | 875 |

TOTALS

| | |
|--------------|--------|
| Respondents | 924 |
| Responses | 14,956 |
| Burden Hours | 1,660 |