

Educational Research Centre Test Department 66 Richmond Road Dublin D03 E702	<b>Phone:</b> 01 837 7614 <b>Email:</b> tests@erc.ie <b>Web:</b> https://tests.erc.ie	Foras Taighde as Oideachas Rannóg na dTrialacha 66 Bothar Risteamain Baile Átha Cliath D03 E702
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## Processing Form

### New Drumcondra Primary Mathematics Test – NDPMT

Complete a separate form for each group of students for which you want a separate report.

#### Contact Details

**School Name:** \_\_\_\_\_

**School Address:** \_\_\_\_\_

**School Telephone Number:** \_\_\_\_\_ **School Roll Number:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_ **Order Number:** \_\_\_\_\_  
(Please write legibly) (If needed)

#### Administration Details

**Test Administrator:** \_\_\_\_\_ **Date of Testing:** \_\_\_\_\_

**Name of Class/Group:** \_\_\_\_\_ **Name of Teacher:** \_\_\_\_\_  
(For example "Sixth Class" or "Room 5")

**Number of Answer Sheets in this group:** \_\_\_\_\_ (Form A) \_\_\_\_\_ (Form B)

(Important: If you used a mixture of Forms A and B, please ensure that the students fill in the relevant box on the answer sheet)

**Norms to be used:** Spring  **Level administered:** 3  4  5  6

Please indicate the order in which you would like results to be listed

**I would like to receive results in:** **Alphabetical order**  **Order of merit**

#### Results in Electronic Format

Results will be sent to you by email.

#### Next Steps

Put this completed form on top of the answer sheets. Repeat for each class / group. Send the answer sheets to: Test Department, Educational Research Centre, 66 Richmond Road, Dublin, D03 E702. Once scored, you will be emailed your class report(s). Please allow up to 10 working days for the return of results.

**Important:** Please check all answer sheets **before** posting to ensure they have been completed in accordance with the guidelines in the Administration Manual. Erase any stray marks. Where an answer has been changed, the unwanted answer should be **erased**, not crossed out. Rejected answer sheets will be returned unscored.

<b>Computer Section Use Only</b>	
OMR Number	
No. Forms Received	
No. Forms Scored	
No. Forms Rejected	
Date Scanned	

<b>Test Department Use Only</b>	
Total Scanned	
Date returned	
Invoice Number	
Invoice Amount	