Coram Deo Academy
2012 Entrance Testing (ISEE) Procedures
Grades 5-12

Applicants to Coram Deo Academy's grades 5-12 are required to take the Independent Schools Entrance Examination (ISEE). This may be done either at CDA or another test site in the Dallas/Fort Worth area. The cost for the test is $95 per student paid directly to the Educational Records Bureau (ERB) by the applicant's family.

To test at Coram Deo Academy: ** To register for an alternate site, please see back page **

1. **Pick up an ISEE Student Guide** from any CDA location. It contains specific information for registration as well as practice problems for test familiarization.
2. **You must register at least 3 weeks prior** to the test date to avoid late fees (refer to schedule below).
3. **Complete the registration form**. The registration form will be found in the return envelope located in the middle of the ISEE Student Guide booklet.
   a. **Use a #2 pencil** to complete the form in order to insure proper registration.
   b. **Use the following information to complete your ISEE registration form**:
   c. Items #5-7: Please read ERB instructions to understand why this information is requested. CDA will not receive information on these items, as they are for research and development only.
      Item #9: Score Report Sent to - 447586 (Code in the first set of numbers)
      Item #10: CDA test site – 447586 Test Date - (Refer to table below)
      Item #12: Fees--Testing at a School ($95)
   d. **Enclose $95 per student with the registration form**. Payment by check (made out to Educational Records Bureau) or credit card is acceptable. There is no need to pay for early results as results are normally received by CDA within 1 week.
   e. **Registration for ISEE tests on a CDA campus for the February and March dates, must be mailed to ISEE**. Use the return envelope provided by ISEE.
   f. **You may register online for the April and May test dates (see back for instructions)**.
   g. **"Walk-in" availability is limited,** so advance authorization is required and there is **an additional $30 fee**. Please email the CDA Testing Coordinator, kathy.schaefer@coramdeoacademy.org to reserve a seat. The registration form must be completed prior to testing.
4. **All paper and pencil tests will take place at the Flower Mound campus:** 4900 Wichita Trail, 75022. Testing will take place in the Study Center located in the house near the pond at the far end of the campus.
5. **On the day of testing, students should:**
   a. **Arrive between 8:30 and 8:45 AM** and check in with the test administrator.
   b. **Bring** the Verification Letter from ISEE, two #2 pencils, a black or blue ink pen, a small snack, a drink and a sweatshirt/sweater since the testing room can be cool. No jeans please.
   c. **Testing will end around 12:00pm for grades 5-6 and around 12:15 for grades 7-12.**

Location	Day	Date of Test	Register By	Time	Grades Tested:
Flower Mound Campus	Saturday	1-28-2012	1-7-2012	0830-1215	5-12
Flower Mound Campus	Saturday	2-25-2012	2-4-2012	0830-1215	5-12
Flower Mound Campus	Saturday	3-31-2012	3-10-2012	0830-1215	5-12
Flower Mound Campus	Saturday	4-28-2012	4-7-2012	0830-1215	5-12
Flower Mound Campus	Saturday	6-2-2012	5-12-2012	0830-1215	5-12

6. **Online ISEE testing may be available in the spring at all three campuses.** A separate instruction sheet will be provided as soon as we receive information from the testing company.

Registering for the ISEE at an Alternate Site

1. Go to www.erblearn.org.
2. Please select **I am a parent or student**. Next select the **Admission** Tab, and then select **ISEE**.
3. On the Admission Tab, please select **Student Registration**.
4. In the middle of the full page (or the bottom of the screen view), please select **TO REGISTER FOR AN ISEE OR VIEW AVAILABLE TEST SITE LOCATIONS, CLICK HERE.** Next, select **Browse ISEE Test Sites and Register.**
5. Answer the question on the next screen about accommodations. (Note, Coram Deo Academy does not offer ISEE testing with accommodations. See ISEE website for more information.)
6. Fill in **grade**, select **either the Dallas or Fort Worth Consortium**, and **select Texas.**
7. Click **Select This Event** beside the school location and date you would like to test. The following table lists a few alternate testing sites and dates which may be preferable to people living in the North Dallas or Plano area (there are additional dates available online).

Consortium	Test Date	Register By	Test Location	Grades Tested	Phone #
Dallas	12-3-2011	11-12-2011	**Bishop Dunne Catholic School** 3900 Rugged Drive Dallas, TX 75224	5-12	972.447.9887
Dallas	1-21-2012	12-31-2011	**John Paul II High School** 900 Coit Road Plano, TX 75075	***9-12***	972.867.0005
Dallas	2-4-2012	1-14-2012	**Prince of Peace Christian School** 4000 Midway Road Carrollton, TX 75007	5-12	972.447.9887
Dallas	2-25-2012	2-4-2012	**The Cambridge School of Dallas** 3877 Walnut Hill Lane Dallas, TX 75229	5-12	214.357.2995
Dallas	3-24-2012	3-3-2012	**Prince of Peace Christian School** 4000 Midway Road Carrollton, TX 75007	5-12	972.447.9887
Dallas	5-12-2012	4-21-2012	**John Paul II High School** 900 Coit Road Plano, TX 75075	***9-12***	972.867.0005
Ft. Worth	6-13-2012	5-23-2012	**All Saints' Episcopal School** 9700 Saints Circle Fort Worth, TX 76108	5-12	817.560.5700
Ft. Worth	7-17-2012	6-26-2012	**All Saints' Episcopal School** 9700 Saints Circle Fort Worth, TX 76108	5-12	817.560.5700

8. You will then be asked to create an account. The system will then prompt you to confirm your test date and test site, confirm your reservation, and complete payment information. Complete as instructed.
9. You will need to **select the school(s)** to which you would like your test results to be sent. Select (highlight the school and click the ADD button) Coram Deo Academy, Flower Mound for all CDA Campuses.
10. There is **no need to pay for additional services**. **No new purchases** should be needed.
11. Complete application and payment.
12. On the **day of testing**, bring the Verification Letter from ISEE, two #2 pencils, and a black or blue ink pen.