

COMPANION™ Tests* Paper-and-Pencil test with two alternate forms. Please choose form and quantity. (Answer sheet sold separately.)			Cost	Quantity Ordered Form R	Quantity Ordered Form S	Total Cost
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Mathematics Paper-and-Pencil Assessment

North Carolina DAP — Braille	Form R (Item # 130095500)	Form S (Item # 130095499)	\$45.00			
North Carolina DAP — Large Print	Form R (Item # 130095503)	Form S (Item # 130095508)	\$15.00			
North Carolina DAP — Compact Disc (supplement to either Large Print or Braille Assessments)	Form R (Item # 130095501)	Form S (Item # 130095502)	\$15.00			

English & Reading Paper-and-Pencil Assessment

North Carolina DAP ELA — Braille	Form R (Item # 140095829)	Form S (Item # 140095832)	\$45.00			
North Carolina DAP ELA — Large Print	Form R (Item # 140095830)	Form S (Item # 140095833)	\$15.00			
North Carolina DAP ELA — Compact Disc (supplement to either Large Print or Braille Assessments)	Form R (Item # 140095831)	Form S (Item # 140095834)	\$15.00			

COMPANION™ Tests* Paper-and-Pencil test with two alternate forms. Please choose form and quantity.			Cost		Quantity Ordered	Total Cost
North Carolina DAP AccuScore™ Scanning Software — Unlimited Use Yearly License Fee (Item # 140095836)			\$595			
COMPANION Answer Sheet for use with North Carolina Special Format Tests (Item # 140095835)			\$3.00			
Student Privacy Policy for COMPANION Tests – Set/10 (Item Number 100094128)			FREE			FREE

Shipping Charges	Subtotal Amount	\$0–\$20	\$20.01–\$40	\$40.01–\$70	\$70.01+	Allow 7 to 10 working days from receipt of order for delivery. Additional shipping is charged on all orders requesting faster shipment than UPS ground rate. Orders containing 500 or more test booklets, please call for postage. Please allow one business day from request for calculations. For international orders, see shipping information below.
	Charge	\$5.00	\$6.00	\$7.00	ADD 10% of total order	

○ **Check here if you need the North Carolina DAP Answer Key Overlays (Item # 140095837)**

* Students who are administered North Carolina DAP Tests should receive a copy of the COMPANION Student Privacy Policy. Copies are free of charge and are packed in sets of 10.

COMPANION Order Total:				
Shipping Total (for paper-and-pencil products):				
GRAND TOTAL:				

Terms and Conditions

Payment

- Make checks payable to: The College Board.
- Federal ID: 13-1623965
- All fees are payable within 30 days of the invoice date.
- Prices are subject to change without notice.

Shipping

- Postage and handling will be added to all paper-and-pencil test orders, based on the sliding scale on the order form.
- International shipping is \$20 for UPS Canada Standard, \$40 for USPS and \$120 for UPS International per order.
- Please allow up to two weeks from receipt of order for delivery of paper-and-pencil tests via UPS regular ground.
- If you request a faster method of shipping, an additional cost will be added. Call 866-607-5223 for assistance in calculating the charge.
- For orders containing 500 or more test booklets, call for postage. Please allow one business day from request for calculations.

Ordering Procedures

- Always specify title(s) and item number(s) when ordering.
- A copy of an institutional purchase order must be sent by email, fax or mail to complete the order unless ordering by credit card.
- Call 866-607-5223 to place credit card orders (M–F 8:30 a.m.–6 p.m. ET).
- Mail orders to: The College Board, ACCUPLACER Dept., P.O. Box 4699 Mount Vernon, IL 62864
- Fax your institutional purchase order or credit card orders to 1-888-713-8143 or 212-713-8143. (NOTE: If you fax your order, please do NOT mail a confirmation copy.)
- Email a copy of your institutional purchase order to accuplacerorder@collegeboard.org.
- A confirmation email of receipt of your order will be sent to your email address.
- Credit card orders are only accepted over the phone or by fax. Email orders that contain credit card information will be destroyed for security purposes.
- Credit card orders submitted via email will not be processed.

General Policies

- COMPANION tests may only be administered under proctored conditions. Examinees must be monitored at all times and an authorized test administrator from the institution must be present on-site during any and all administrations of COMPANION tests.
- All COMPANION tests are nonreusable except the COMPANION Special Format tests. Test materials may not be copied or reproduced in whole or in part, transferred to any other party, or used for any other purpose. Except during test administration, test materials must be kept in secure, locked storage.
- The College Board will destroy incomplete orders after seven (7) business days for security purposes.

Exchanges

- We do not provide refunds for purchased products, including online test units and COMPANION tests.
- We do provide an exchange of COMPANION products returned within 30 days. The customer will receive online tests for the COMPANION products. If the customer decides to exchange the COMPANION booklets, then the appropriate online unit rate will be used for the exchange. All COMPANION orders, regardless of whether they were placed online or via fax, mail or phone, have shipping charges applied.

- ACCUPLACER Customer Service will provide you with specific instructions when you call for an exchange. The customer is responsible for return shipping and handling. All products must be in new, unused condition and in their original packaging to receive the exchange.
- Exchange shipping charges are not refundable. Additional shipping on exchanges will be billed at the customer's expense.
- No collect (COD) shipments can be accepted.

Orders

- Orders require a signed order form and either a purchase order, check made payable to "The College Board" or credit card information.
- Email and fax orders are normally processed within 3-4 business days of receipt.

General

Purchaser understands and agrees it is also subject to the terms and conditions located in the ACCUPLACER Administrator's Guide and the terms and conditions here.

Ownership of Intellectual Property

Purchaser agrees and acknowledges that all intellectual property provided under or pertaining to this Order Form, including, but not limited to, any College Board publications, College Board website(s), CD-ROMs, videos, examinations and all items (questions) contained therein, including all copies thereof, all examination materials and all data and any parts thereof, all copyrights, trademarks, trade secrets, patents, and other similar proprietary rights is at all times exclusively owned by the College Board, who is the exclusive owner of all rights therein, in and to the College Board Intellectual Property including, without limitation, all copyrights, trademarks, trade secrets, patents and other similar proprietary rights, and all renewals and extensions thereof. Nothing in these terms and conditions should be interpreted to indicate that the College Board is passing its proprietary rights in and to the College Board's Intellectual Property to the Purchaser.

General Disclaimer

THE COLLEGE BOARD AND ITS AFFILIATES HEREBY DISCLAIM ALL WARRANTIES, WHETHER EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, ANY IMPLIED WARRANTIES OF MERCHANTABILITY, OR FITNESS FOR A PARTICULAR PURPOSE.

Limitation of Liability

TO THE EXTENT ALLOWED BY LAW, IN NO EVENT WILL THE COLLEGE BOARD AND ITS AFFILIATES HAVE ANY LIABILITY TO PURCHASER IN CONNECTION WITH THIS ORDER FORM FOR ANY DIRECT, INDIRECT, CONSEQUENTIAL, INCIDENTAL, SPECIAL OR PUNITIVE DAMAGES, REGARDLESS OF THE NATURE OF THE CLAIM OR THEORY OF LIABILITY. TO THE EXTENT ALLOWED BY LAW, PURCHASER WILL INDEMNIFY, DEFEND AND HOLD HARMLESS, THE COLLEGE BOARD AGAINST THIRD PARTY CLAIMS THAT ARISE AS A RESULT OF THE BREACH OF THIS ORDER FORM BY PURCHASER.

Force Majeure

Either party may be excused from performance of an obligation under this Order Form in the event that performance of that obligation by such party is prevented by an act of God, act of war, terrorism, riot, fire, explosion, flood or other circumstance that is beyond the control of, and could not reasonably be avoided by, such party.

Payment

This Order Form supersedes any conflicting terms and conditions contained in Purchaser's purchase order.

Accepted

Printed Name

Authorized Signature

Title

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Date

In order for this order to be processed a signature of acceptance of the Terms and Conditions is needed.