



## Important Services Update

### Attention paper-and-pencil test users

As a valued customer, we would like to let you know that as of **June 30, 2018**, Pearson will be consolidating our Central Scoring and Reporting services together with our online Program Workshop system. **Beginning on July 1, 2018**, scoring and reporting for paper-and-pencil users will be done through our online Program Workshop system for the Stanford Achievement Test Series, Tenth Edition® (SAT10); Otis-Lennon School Ability Test®, Eighth Edition (OLSAT8); and Aprenda 3 (Aprenda®: La prueba de logros en español, Tercera edición) assessment products.

### What Can You Expect?

#### Ordering

You will still contact <https://support.pearson.com/getsupport/s/ClinicalProductSupportForm> or 800-328-5999 when placing an order. **After June 30**, when your order has been entered, you will receive an email from your Training & Implementation associate within 24–48 hours. This associate will ask a few questions about your organization and set up an account for you in our Program Workshop system.

#### Materials

Materials will be shipped to you as they have in the past.

#### PreID (optional service)

You will still upload a student file and receive labels, but this will be done from a web portal. Using our new Catalog Order Processing System (COPS), you will be able to make your selections and upload your file, or view previous file submissions for reference and reordering.

#### Returning Tested Materials

You will fill out an online Order for Scoring Services on the COPS page and return completed test materials to:

Pearson, Catalog Scoring Services  
9200 Earhart Lane SW  
Cedar Rapids, Iowa 52404

#### Reporting

When processing is complete, you will be able to directly access results in the Program Workshop system as downloadable PDF files.

### More information

For questions about these changes, please contact your Pearson Representative or our Customer Support Team at 800.328.5999.

Sincerely,

Cheryl McDougald  
Vice President, Global Product Management