NYC Department of Education
Carmen Fariña, Chancellor

Gifted&Talented
Program Handbook

For students seeking placement in September 2015

Students born in

2007

Welcome!

Thank you for your interest in New York City Gifted & Talented programs. Read on for information about testing and applying for placement for the 2015 – 2016 school year.

Key Dates

For families seeking Gifted & Talented (G&T) placement for September 2015

Date	Event
November 7, 2014	**Deadline to submit a Request for Testing (RFT) form**
October 13 – October 23, 2014	Community Information Sessions For dates and locations, please call 718-935-2009 or visit nyc.gov/schools/GT
January 8 – February 6, 2015	Current K-2 public school students' G&T exams administered at school sites
January 10, 11, 17, 18, 24, 25, 31, and February 1, 2015	Current pre-kindergarten (pre-k) students' and all non-public school students' G&T exams administered at selected sites
Early April 2015	Score reports and applications sent to eligible students
April 23, 2015	**Applications due**
Week of May 25, 2015	Decision letters sent to families
May 28 – June 11, 2015	Families accept/decline placement offers

Learn more about Gifted & Talented Admissions

Visit: nyc.gov/schools/GT

Subscribe to E-mail Alerts: nyc.gov/schools/subscribe

Call: 718-935-2009

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Gifted & Talented (G&T) Request for Testing Form
Practice Exam Questions

For translated versions of this handbook, please visit our website: nyc.gov/schools/GT

نرجو زيارة الموقع الإلكتروني أدناه للحصول على نسخة مترجمة من هذه الوثيقة.	이 문서의 번역본을 보시려면 아래 웹사이트를 방문하십시오.
এই নথির অনূদিত সংস্করণ পেতে হলে অনুগ্রহ করে নিচের ওয়েব সাইটে খোঁজ করুন।	С переводом этого документа на русский язык можно ознакомиться на указанном ниже вебсайте.
請到下面的網站查詢翻譯成您的母語的文件。	Por favor visite la página web que se encuentra debajo para obtener una versión traducida de este documento.
Tanpri, al sou sit wèb pi ba a pou w jwenn dokiman sa a tradwi an kreyòl ayisyen.	براۓ مہربانی اس دستاویز کی ترجم شدہ اشاعت کے لیے مندرجہ ذیل ویب سائٹ کا دورہ کریں-

Gifted & Talented Programs in NYC

Gifted & Talented (G&T) programs are one way the New York City Department of Education (NYCDOE) supports the educational needs of exceptional students. G&T programs vary across schools in terms of instructional strategies and materials, but all G&T programs deliver specialized instruction, aligned to Common Core Learning Standards (CCLS).

- **District G&T programs** are offered within district elementary schools, and prioritize students who live in the local communities served by the school. District G&T programs begin with kindergarten and end in the school's terminal grade. G&T students who attend District G&T programs do so alongside students who are zoned or otherwise entitled to attend these schools. Students in District G&T programs are served together for major subject areas, but may be scheduled for other classes with students who are not in the program (e.g. physical education, art).
- **Citywide G&T schools** accept students from all boroughs, with no priority given for district of residence. All students in these schools are placed via the centralized G&T application and placement process; there are no zoned or otherwise entitled students attending these schools.

Please review District G&T program and Citywide G&T school websites for additional information on curriculum, instruction, and approach to G&T education.

Gifted & Talented Admissions: How it Works

Children who are New York City residents in pre-kindergarten (pre-k) through 2nd grade are eligible to participate in G&T Admissions.

All New York City families interested in a kindergarten through grade three G&T program placement for September 2015 are expected to read through this guide to learn about the required steps to determine eligibility and placement.

1. **Submit a Request for Testing (RFT) Form**
   The first step in seeking a G&T placement is to sign up for testing to determine whether your child is eligible to apply. Interested families must submit a Request for Testing (RFT) form in one of three ways:
   - Online
   - In person at their child's NYCDOE school (for public school students)
   - In person at an Enrollment Office (for non-public and charter school students).

   For more information about the RFT, please see page 3.
2. **Prepare for and Take the Exam**
   Children whose families request testing take both nonverbal and verbal exams to determine whether they are eligible to apply for a G&T placement. Please read pages 6-8 for more information about the exams used to determine eligibility, recommendations for how to prepare for them, and testing accommodations for eligible students.
3. **Find out Results and Apply for Placement (if applicable)**
   After the exams have been administered and scored, families will receive score reports for their children. Students who score at or above the 90th percentile on the G&T exam are eligible to apply for placement in District G&T programs. Students scoring at or above the 97th percentile on the G&T exam are eligible to apply for placement in both District and Citywide G&T programs. For more information about scoring, please see page 8.

If your child is eligible to apply for G&T placement, you will receive an application listing your child's G&T program options, along with the G&T score report, in April 2015. On the application, you will have an opportunity to choose the G&T programs where you want your child considered for placement. Applicants should rank programs of interest in order of preference; students will be considered for placement at each program the family lists based on the criteria found on pages 11-13. The application can be submitted online or in person at an Enrollment Office. For more information about the G&T application, please see page 10.

4. Receive Placement Notification

All applicants will receive a notification letter in late May 2015 indicating whether they can be offered a placement at that time. For more information about placement offers, see pages 11-13.

Students Entering Kindergarten

All students who are entering kindergarten in September 2015 should also participate in the Kindergarten Admissions process by submitting an application. Families can submit a kindergarten application online, in person at an Enrollment Office, or over the phone. Kindergarten applicants will receive a non-G&T kindergarten offer letter in April, prior to G&T offers, and should pre-register to accept that offer to ensure a school placement for the fall. For more information about Kindergarten Admissions, visit nyc.gov/schools/kindergarten.

Request for Testing

If you are interested in having your child take the New York City public school G&T exam, you must complete a Request for Testing (RFT) form and submit it by **Friday, November 7, 2014** in one of the following two ways:

1. **Online:** The online RFT form is available at nyc.gov/schools/ChoicesEnrollment/applyonline. If you apply online, you will receive a confirmation receipt by email after your RFT has been submitted. Please save or print the receipt for your records. If you do not have access to a computer at home and wish to complete an online RFT, you can visit a New York City Public Library location. Call 311 to find a library in your area.
2. **In-Person:** If you are unable to submit the online form, you should complete the paper copy of the RFT form found in the Appendix of this handbook.
    - Current public school families who are requesting testing must submit the form to their child's school.
    - Non-public and charter school families submit the form to a local Enrollment Office (see list of Enrollment Offices on page 4).

Please note: RFT forms submitted by mail will not be accepted.

You must submit one RFT form per child registering to take the G&T exam (i.e., if you wish to register multiple siblings to take the G&T exam, you must submit a separate RFT for each child).

Enrollment Office Locations

Enrollment Offices are open Monday – Friday, from 8:00 AM – 3:00 PM.

Borough	Address
Bronx	1 Fordham Plaza, 7th Floor Bronx, NY 10458
	1230 Zerega Avenue Bronx, NY 10462
Brooklyn	1780 Ocean Avenue Brooklyn, NY 11230
	415 89th Street Brooklyn, NY 11209
	29 Fort Greene Place Brooklyn, NY 11217
	1665 St. Mark's Avenue Brooklyn, NY 11233
	131 Livingston Street Brooklyn, NY 11201

Borough	Address
Manhattan	333 Seventh Avenue, 12th Floor New York, NY 10001
	388 West 125th Street, 7th Floor New York, NY 10027
Queens	28-11 Queens Plaza North Long Island City, NY 11101
	30-48 Linden Place Flushing, NY 11354
	90-27 Sutphin Boulevard Jamaica, NY 11435
Staten Island	715 Ocean Terrace, Building A Staten Island, NY 10301

If you submit the RFT form in person, be sure to ask for a receipt from your school or the Enrollment Office where you submit the RFT form, as confirmation that you successfully submitted the RFT. Be sure to keep your receipt; if your RFT is not received, you will need to provide proof that it was submitted on time in order to be included in the testing process.

Students will be tested only if the RFT is submitted by the deadline, November 7, 2014.

For more information about the services provided at the Enrollment Offices, please call 718-935-2009.

RFT for Students Currently Enrolled in a G&T Program

Students currently enrolled in a G&T program do not need to be re-tested to remain in their current G&T program. However, if you are a parent of a current District G&T student, you may submit the RFT form to have your child re-tested to determine whether they are eligible to apply for placement at a Citywide G&T program. If you request that your District G&T student be re-tested for Citywide G&T programs and the student does not qualify for Citywide G&T placement, the re-test score has no impact on the student's status in his/her current District G&T program; the student may remain in that program.

Students currently attending District G&T programs are not eligible to apply to other District G&T programs. Students currently attending Citywide G&T programs are not eligible to test for a different G&T placement.

Families seeking to transfer should file a Placement Exception Request (PER), as outlined on page 13.

Assessment Scheduling

New York City public school students currently in grades K-2	January 8 – February 6, 2015
Current pre-k students and non-public school children currently living in New York City	January 10, 11, 17, 18, 24, 25, 31, and February 1, 2015

Note: Schools are closed on Monday, January 19, 2015 for Martin Luther King, Jr. Day, but testing will take place on Saturday, January 17 and Sunday, January 18 for current NYCDOE pre-k students and non-public school students living in New York City.

Notification of Test Dates

For Current K-2 Public School Students: Parents of students who are currently enrolled in grades K-2 in a New York City public school will receive notification from their child's school concerning the exact testing date. Parents will be notified by their child's current school of the testing date at least two school days before testing occurs. Each elementary school determines their own testing schedule within the testing window listed above. Testing will take place at the school, during the regular school day.

For Pre-K Families and Non-Public School Students: All testing for pre-k and non-public school students will take place on weekends at designated school sites. Parents of pre-k and non-public school students who submit an online RFT will be asked to select the date and location for testing. If you are unavailable on any of the weekend testing dates provided, please complete the RFT, selecting any of the listed dates, and contact the Office of Assessment at 212-374-6646 or ServiceCenter@schools.nyc.gov.

Families of children in pre-k and non-public schools will be informed of the scheduled testing site, date, and time by the NYCDOE. If you do not receive notification of your child's exam date by mid-December, please contact the Office of Assessment at 212-374-6646 or ServiceCenter@schools.nyc.gov.

- If you submit the RFT form online, you will receive notification via email and by mail.
- If you submit the RFT form in person, you will receive notification by mail only.

Rescheduling Assessment Due to Illness

For Current K-2 Public School Students: If your child is sick on the day of the exam, your child's school will reschedule the exam for another day within the testing window. The new exam date will be established at the discretion of the school, and it is possible that a student who is absent on the date of the exam may be tested on the day he or she returns to school. Absent students who return to school after the testing window will not be tested.

For Pre-K Students and Non-Public School Students: If your child is sick on the day of the exam, the NYCDOE will work with you to reschedule for a different weekend. Please note that the ability to reschedule is limited due to the volume of exam-takers.

To reschedule an appointment due to illness, email the testing site using the email address provided on the appointment letter. If you do not have access to email, please call the Office of Assessment at 212-374-6646 on the Monday after the scheduled exam and provide the operator with the name of the testing site where your child was scheduled to take the exam as well as the contact information that is included in your appointment letter. As availability allows, the testing site coordinator will contact you to arrange for a new exam date.

The Assessments

The NYCDOE uses two assessments to determine if a child is eligible to apply for a G&T program: nonverbal test items from the *Naglieri Nonverbal Ability Test* (NNAT) and verbal test items from the *Otis-Lennon School Ability Test* (OLSAT). Assessing children in both nonverbal and verbal domains provides a balanced look at each child's intellectual abilities. Exams are administered by New York State certified teachers who are trained to administer both assessments. The nonverbal assessment is administered first, followed by the verbal assessment.

Practice questions can be found in the back of this handbook to support families in understanding the types of questions their children may see on the test, and also as a way to prepare students for the test-taking experience. All items are presented in a multiple-choice format.

The Nonverbal Assessment (NNAT)

The nonverbal G&T assessment is designed to measure nonverbal reasoning skills and general problem solving ability without the use of language. Tasks such as completing patterns, sequencing, and connecting ideas are included because they have been shown to be a valid measure of problem-solving abilities, regardless of a student's primary language, socioeconomic background, culture, or prior academic experience.

Children will be tested on their ability to solve problems and to demonstrate an understanding of relationships.

There are four types of nonverbal test questions: Pattern Completion, Reasoning by Analogy, Serial Reasoning, and Spatial Visualization.

Nonverbal	**Pattern Completion**	Measures the ability to visually perceive design patterns and identify the correct missing portions
	Reasoning by Analogy	Measures the ability to recognize relationships among geometric shapes
	Serial Reasoning	Measures the ability to recognize sequences among shapes
	Spatial Visualization	Measures the ability to recognize how two or more objects would look if combined

The Verbal Assessment (OLSAT)

The verbal G&T assessment is designed to measure verbal reasoning and comprehension skills that are most closely related to scholastic achievement. Tasks such as detecting likenesses and differences, recalling words and numbers, defining words, following directions, classifying, establishing sequence, solving arithmetic problems, and completing analogies are included because they have been shown to be valid measures of logical reasoning abilities.

Children's thinking skills (abstract thinking and reasoning) are also measured, which provides an understanding of their relative strengths and weaknesses in performing a variety of reasoning tasks.

Children will be tested in two verbal content clusters: Verbal Comprehension and Verbal Reasoning.

Verbal	**Verbal Comprehension**	Measures the ability to manipulate or respond to information through listening to language; e.g., following directions
	Verbal Reasoning	Measures the ability to discover patterns or relationships and to solve problems through the use of language such as aural reasoning and arithmetic reasoning

Assessments in Languages Other Than English

Assessments in other languages are offered to public school students in grades K–2 who have been identified as English Language Learners (ELLs). All pre-k and non-public school students are eligible to take the tests in other languages. Parents of students who request alternate language assessment must provide this information on the Request for Testing (RFT) form. Parents of pre-k and non-public school students who may request alternate language testing should carefully consider which language their child is most comfortable and best able to demonstrate his/her abilities.

The G&T assessments are available in Arabic, Bengali, Chinese (Cantonese and Mandarin), French, Haitian Creole, Korean, Russian, Spanish and Urdu. Once an alternate language exam form has been selected for the G&T assessments, switching back and forth between languages during the exam administration is not permitted, and parents may not request re-testing in English.

Testing Accommodations

Parents of students who have Individualized Education Programs (IEPs) or 504 Accommodation Plans that specify testing accommodations may be eligible to receive certain accommodations for the G&T exam. If a student with an IEP or 504 Plan requires other accommodations not listed, families must contact the Office of Assessment at 212-374-6646 or ServiceCenter@schools.nyc.gov.

The most commonly requested testing accommodations are indicated on the Request for Testing (RFT) form, and are listed below:

- Large print exam materials for students with visual impairments;
- Frequency Modulation (FM) units for students with hearing impairments;
- Scribes for students with fine or gross motor impairments;
- Separate location and/or 1:1 exam administration; and,
- Alternate language exam forms for ELLs or students who are bilingual.

Testing accommodation policies for the G&T exam were created in alignment with New York State regulations and guidance. Please note, certain testing accommodations are not provided on the G&T exam either because they are unnecessary or because they change what the exams measure. Please see below for testing accommodations that are not provided:

- *Extended time*: both assessments are untimed, which make requests for extended time unnecessary. All children work at their own pace, provided they actively work on completing the exam.
- Test questions or directions read more than the standard number of times: this accommodation interferes with measuring receptive language skills, which the verbal exam seeks to measure. Every child who takes the OLSAT hears the question one time only. This accommodation is not necessary for the NNAT since the exam is nonverbal in nature.
- *Exam questions or directions explained:* this accommodation is not provided since exam administrators are not permitted to change any part of the scripted exam questions or directions. This ensures exam administration procedures remain consistent for all students.

If your child's IEP or 504 Plan specifies any additional, permitted testing accommodations that are not listed on the RFT, you must contact the Office of Assessment at 212-374-6646 or ServiceCenter@schools.nyc.gov so arrangements can be made.

Preparing for the Assessments

There are several things families can do to help their children prepare for the G&T exam. Children should get adequate sleep and eat a nutritious meal prior to taking the exam. Families can also lessen anxiety by helping to ease their children's minds about the test. Children should be encouraged to do their best, but should also be reminded that they are not expected to know the answer to every question.

Before the actual exam administration, families should review the assessment practice materials. Families should read and review the information they receive regarding the exam and administration. While a practice exam is provided, it is only meant to be used to familiarize children with the testing experience, sample exam items, and the exam structure. During the exam, children will hear each question on the verbal assessment only one time. Children born in 2010 are not expected to bubble in their responses; children will point to their answers and exam administrators will record their responses.

If, in the judgment of the exam administrator, principal, or testing site supervisor, a student has had prior exposure to the test or has received aid from another person during the test, the principal or site supervisor must follow the NYCDOE disciplinary procedure for student cheating and invalidate the student's exam. Invalidated exams will not be submitted for scoring.

Assessment Reliability & Validity

Both the OLSAT and the NNAT are reliable and valid assessments of student abilities. Reliability refers to the accuracy and precision of exam scores and validity refers to the extent to which the exam actually measures the skills and abilities it is intended to measure.

Each exam item on the verbal and nonverbal assessments has been statistically analyzed and evaluated for difficulty, reliability, validity, fit, and effectiveness across each age group. All of the items were rigorously reviewed by educators, measurement specialists, and psychologists to ensure that the exam is of high quality and free of bias toward any subgroup, including gender and ethnic/racial subgroups. The items have also been reviewed for clarity, appropriateness of content, accuracy of correct answers, plausibility of answer options, and appropriateness of vocabulary.

Appeals Process for the Test Administration

If you wish to report a problem with any exam administration, you must do so in writing within 48 hours of the exam administration. Concerns must be reported to the Office of Assessment, via email to: ServiceCenter@schools.nyc.gov or letter to: Office of Assessment, G&T Test Administration, 52 Chambers Street, Room 309, New York, NY 10007. Additional questions regarding assessments can be directed to the Office of Assessment at 212-374-6646.

Scoring the Test

Students' eligibility will be based on their performance on both G&T assessments (verbal and nonverbal). Each student will receive an overall G&T percentile rank that is calculated using a multi-step process:

- Calculate raw scores for each assessment;
- Determine percentile ranks for each assessment, based on age and national norms;
- Convert percentile ranks for each assessment to put them on the same scale; and
- Combine the converted percentile ranks to generate overall G&T percentile rank.

A *raw score* is the total number of questions answered correctly on each assessment. The highest possible raw score for the verbal exam is 30 (out of 30 items). The highest possible raw score for the nonverbal exam is 48 (out of 48 items).

Percentile ranks are numbers between 1 and 99 that represent how a student performed on each exam, compared to his or her similarly-aged peers. Percentile ranks for each exam are determined based on students' raw scores and how old they were at the time of testing. Score reports will show a percentile rank for the verbal exam and a percentile rank for the nonverbal exam, in addition to the overall G&T percentile rank.

The verbal and nonverbal assessments are different exams, and the scales used for scoring them are also different. In order to combine the verbal and nonverbal scores, the percentile ranks for each exam are converted so that they are on the same scale. Each exam's converted percentile rank contributes equally (50/50) to the *overall G&T percentile rank*. This overall G&T percentile rank determines whether a student is eligible to apply to G&T programs.

Figure 1 is an illustration of the scoring process.

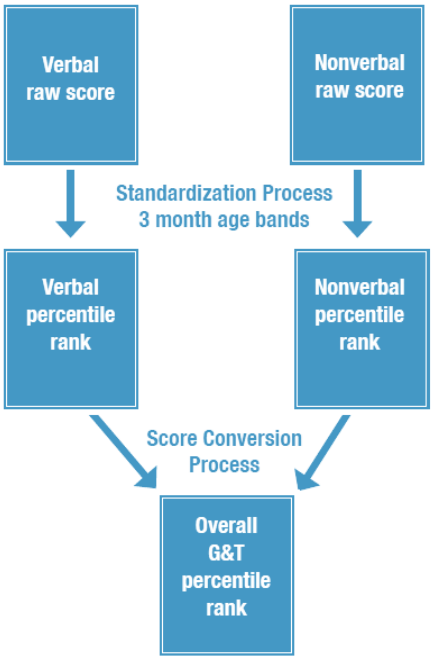

Figure 1

Receiving Your Results

After exams have been administered and scored, families will receive their children's score reports by email and mail, if the Request for Testing (RFT) form was submitted online. Families that submitted a paper RFT in person will receive their children's score reports by mail only. It is very important that families provide current and complete address and contact information in order to avoid delays in receiving score reports.

All students who take the G&T assessments will receive a score report. Only those students who score at or above the 90th percentile will also receive an application for G&T placement.

Change of Address

If your address changes after you submit the RFT form, please update your home address information as soon as possible:

- If your child is currently enrolled in a New York City public school, make sure your new address is updated by your child's school.
- If your child is not currently enrolled in a New York City public school and you submitted an online RFT form, you may update your information online.
- If your child is not currently enrolled in a New York City public school, and you submitted the RFT form in person, please call 718-935-2009 to update your information in the database.

Determining Eligibility

Eligibility for District G&T Programs

1. Your child must score at the 90th percentile or above.
2. Your child must live in New York City at the time of RFT submission, the time of application, and the time of admission.

Eligibility for Citywide G&T Programs

1. Your child must score at the 97th percentile or above.
2. Your child must live in New York City at the time of RFT submission, the time of application, and the time of admission.

Students who score at or above the 97th percentile are eligible for both Citywide G&T programs and District G&T programs. Citywide G&T programs serve eligible students from all five boroughs without priority given to residents of a particular district.

Completing the Application

If your child is eligible to apply for G&T placement, you will receive an application with a list of G&T program options along with your score report, in early April 2015.

Placement offers will only be made based on the placement criteria outlined on pages 11-13. All applicants should rank programs of interest in order of preference. If a student is able to be offered a placement at more than one program that the family applied for, the student will be offered the one that is ranked higher on the application.

As you consider schools to list on your application, don't forget to consider where schools are located in relation to your home. Families should visit each school listed on the application—not only to get a sense of the school community, but also to test the commute.

Current kindergarten, 1st grade, and 2nd grade students who test and qualify to apply for G&T programs should apply only to those programs they prefer over their current placement.

Applicants with Siblings

Applicants with siblings currently enrolled in a school to which they are applying should provide the sibling's *current* information (as of the time the application is submitted) in the "Siblings" section of the application. Do not list a school to which the sibling is applying as the sibling's current school. In order for the applicant to receive sibling priority, the sibling must be pre-registered or enrolled at the school at the time of the application submission *and* be entering grades K-5 in September 2015.

Families with siblings applying at the same time must submit a separate application for each child. For example, a family with twins who are both applying for G&T placement must submit an individual application for each child.

Placement Offers

Gifted & Talented placement offers are based on the following priorities:

- sibling priority;
- test score (percentile rank);
- the district to which you are zoned for elementary school ("zoned district").

The order in which you rank your options on the application will only be used if your child is able to receive an offer to more than one program based on the above criteria. In such cases, your child will only receive an offer to the program you ranked highest on the application.

Students will only be placed in schools that have declared available seats and there is no guarantee that a student will receive a placement offer to a G&T program, regardless of G&T exam score. The number of eligible students typically exceeds the number of seats available at these programs.

Sibling Priority

An applicant will be granted sibling priority only if the sibling is pre-registered or enrolled in the school at the time of application submission, and will be in grades K-5 in September 2015. Schools must verify sibling status before assignments are made.

If your top priority is for your child to be placed in the G&T program in his/her sibling's school, we encourage you to list the sibling's school as your first choice. If you rank another G&T program as a higher choice above the sibling's school, your child may receive an offer to that school instead.

Citywide Program Placement

Citywide G&T programs accept students from all boroughs, without preference for their district of residence. These programs are school-wide models that implement G&T curricula and instructional practices for all students in the school.

For Citywide G&T programs, siblings scoring at or above the 97th percentile will be placed first, by percentile rank. After all eligible siblings have been placed, non-sibling applicants will be placed by percentile rank. Figure 2 is an illustration of the Citywide G&T program placement methodology.

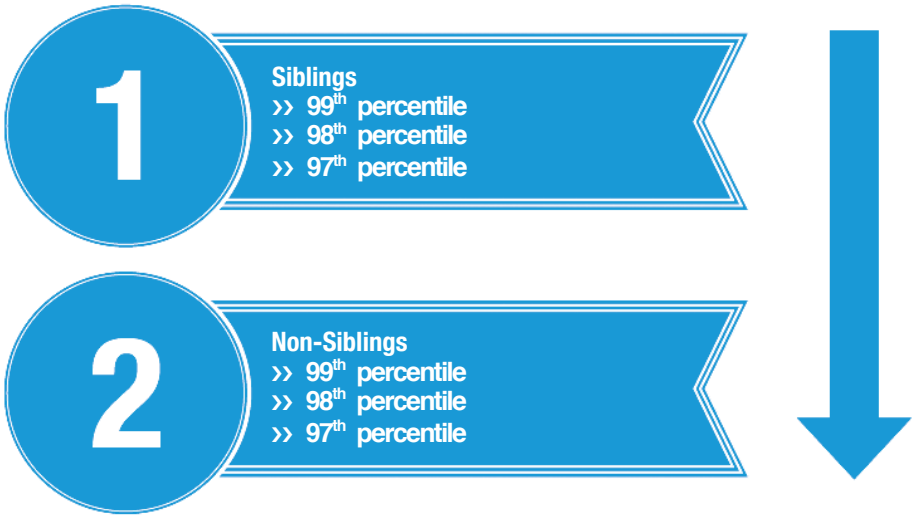

Figure 2

In any case where there are multiple students with the same priority and score, offers will be made based upon a random assignment process.

District Program Placement

District G&T programs in local community schools implement G&T curricula, instructional practices, and developmental supports within individual classes.

Siblings scoring at or above the 90th percentile will be placed first, by percentile rank. After all eligible siblings have been placed, non-sibling applicants will be placed by percentile rank. Families may apply to any program in any district across the city, but applicants with district priority will be placed first.

In any case where there are multiple students with the same priority and score, offers will be made based upon a random assignment process. Please see Figure 3 below.

Each applicant eligible for placement will have priority for one or more District programs based upon the district to which they are zoned for elementary school. In general, families will only have priority for District programs in the district to which they are zoned. However, in some cases, such as when a district does not offer a program, the NYCDOE will offer applicants priority to one or more program options in neighboring districts. The NYCDOE may open or change programs from year to year to accommodate students. The final list of program options for the 2015-2016 school year will be made available to eligible students with the application.

Children who are zoned to or attending a school with a G&T program do not have any additional priority for placement at that school over other students in the district. District G&T programs are meant to serve students throughout the district and all eligible students are placed using the criteria described above: sibling priority, test score (percentile rank), and zoned district.

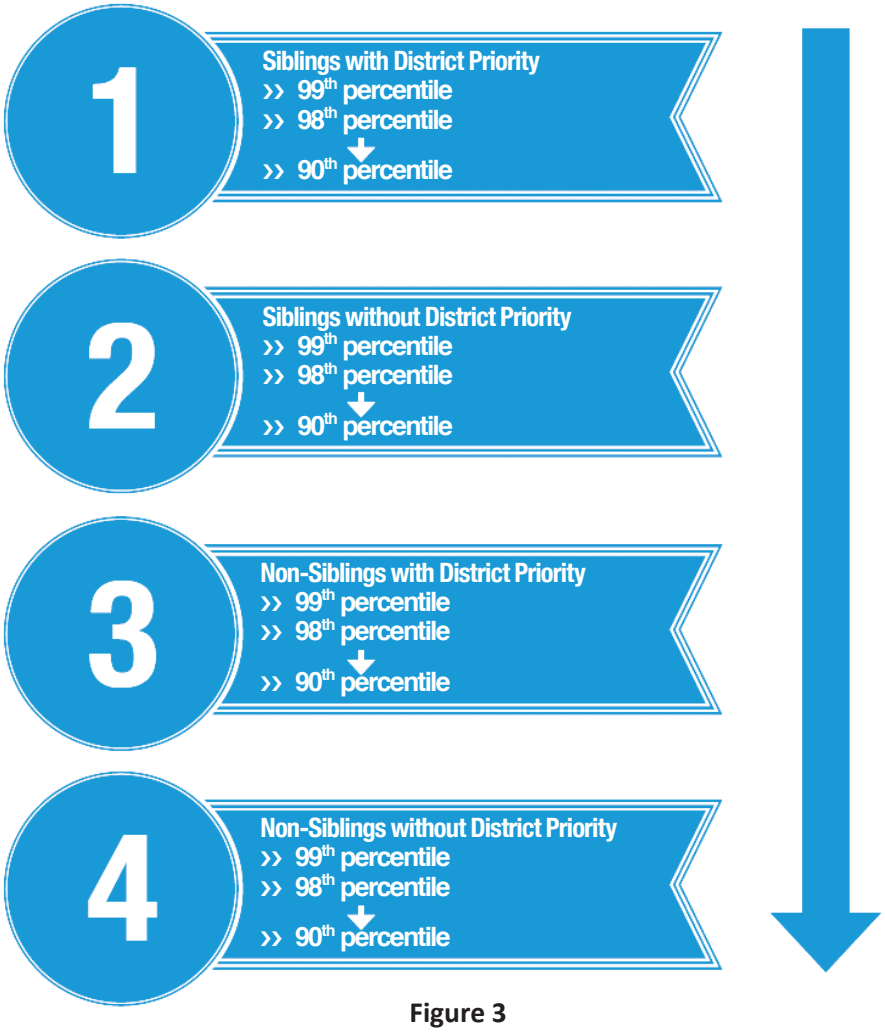

Figure 3

Grade-Level Placement

A child's date of birth determines grade placement for students born in 2009 and 2010. Students born in 2010 are eligible for kindergarten placement only. Students born in 2009 are eligible for 1st grade placement only.

Students applying for placement in 2nd and 3rd grade will be placed based on current grade level, regardless of year of birth.

Scoring at the 99th Percentile

The most popular G&T programs fill with children who score at the 99th percentile *before* all students scoring in the 99th percentile can be placed. Some programs are extremely competitive and placement is not guaranteed even for students who score at the 99th percentile.

Siblings Applying Together

Should siblings in different grades be applying at the same time, a separate application is required for each sibling and each sibling will be treated as an individual applicant.

Twins and other multiples will be placed together *if each child is eligible for the program*. For example, the twin who scores higher on the assessment is considered for placement through the process detailed on pages 11-12. As long as the twin who scores lower on the assessment is eligible for placement at the same program, the twins will be offered placement together.

Attrition Offers

In some cases, G&T programs may have a few seats that become available due to attrition. Applicants will be eligible to be placed at any program that they ranked higher than the program where they received an offer (or for all programs they applied to if no offer was received). Placement is based on the same criteria as the initial placements (sibling priority, test score (percentile rank), and zoned district). Families do not need to take any action to opt in; the NYCDOE will contact families only if an attrition-based offer can be made. There is no action families need to take in order to increase the chances of receiving an attrition offer.

Placement Exception Request

Siblings

If your children are offered placements at different G&T programs, you may request that they be enrolled at the same school by submitting a Placement Exception Request (PER) at your local Enrollment Office (listed on page 4). Score information will be included in the review process for PERs, and in some cases, placement in a general education class for one of the siblings may be the only option.

If a younger sibling does not receive an offer for his or her older sibling's G&T program, you may file a PER for that younger sibling to attend the general education program offered in the same school.

For Current G&T Students

Families with children already in a G&T program can request a transfer to another G&T program through the Placement Exception Request process detailed above. Priority will be given to families with a documented hardship (such as a sibling, safety, or medical issue) and those who have moved into a new district (and can provide documentation of their new address).

2014-2015 Schools with G&T Classes

Below is a list of schools with G&T programs in the 2014-2015 school year. The X indicates that there is a G&T program at the school for the grade shown in 2014-2015. Please note that not all schools with G&T programs in 2014-2015 will have G&T programs in the following school year (2015-2016) and some schools not listed may start new G&T classes in 2015-2016. A complete list of programs available to your child will be included with the G&T application.

Borough	District	DBN	School name	K	1st	2nd	3rd
Manhattan	1	01M015	P.S. 015 Roberto Clemente	X	X		
		01M110	P.S. 110 Florence Nightingale	X	X	X	X
		01M539*	New Explorations into Science, Technology and Math High School	X	X	X	X
	2	02M011	P.S. 011 William T. Harris	X	X	X	X
		02M033	P.S. 033 Chelsea Prep	X	X	X	X
		02M077	P.S. 77 Lower Lab School	X	X	X	X
		02M111	P.S. 111 Adolph S. Ochs	X	X	X	
		02M124	P.S. 124 Yung Wing	X	X	X	X
		02M130	P.S. 130 Hernando De Soto	X	X	X	X
		02M198	P.S. 198 Isador E. Ida Straus	X	X	X	X
		02M217	P.S./I.S. 217 Roosevelt Island	X	X	X	X
	3	03M163	P.S. 163 Alfred E. Smith	X	X	X	X
		03M165	P.S. 165 Robert E. Simon	X	X	X	X
		03M166	P.S. 166 The Richard Rodgers School of The Arts and Technology	X	X	X	X
		03M334*	The Anderson School	X	X	X	X
	4	04M012*	Tag Young Scholars	X	X	X	X
		04M102	P.S. 102 Jacques Cartier	X	X	X	X
	5	05M129	P.S. 129 John H. Finley	X	X	X	X
	6	06M153	P.S. 153 Adam Clayton Powell	X	X	X	X
Bronx	8	08X182	P.S. 182	X	X	X	X
	9	09X199	P.S. 199X - The Shakespeare School	X			
		09X204	P.S. 204 Morris Heights		X	X	
	10	10X007	P.S. 007 Kingsbridge	X	X	X	X
		10X024	P.S. 024 Spuyten Duyvil	X	X	X	X
	11	11X121	P.S. 121 Throop	X	X	X	X
		11X153	P.S. 153 Helen Keller	X	X	X	X
Brooklyn	13	13K003	P.S. 003 The Bedford Village				X
		13K009	P.S. 009 Teunis G. Bergen	X	X	X	X
		13K056	P.S. 056 Lewis H. Latimer	X			
		13K282	P.S. 282 Park Slope	X	X	X	X
	14	14K132	P.S. 132 The Conselyea School	X	X	X	X
	15	15K032	P.S. 032 Samuel Mills Sprole	X	X	X	X
		15K038	P.S. 038 The Pacific	X	X	X	X
		15K230	P.S. 230 Doris L. Cohen	X	X	X	X
	17	17K161	P.S. 161 The Crown			X	X
		17K316	P.S. 316 Elijah Stroud	X	X		

*current Citywide G&T program

Borough	District	DBN	School name	K	1st	2nd	3rd
Brooklyn	18	18K115	P.S. 115 Daniel Mucatel School	X	X	X	X
	19	19K149	P.S. 149 Danny Kaye	X	X		
		19K677	East New York Elementary School of Excellence			X	X
	20	20K102	P.S. 102 The Bayview	X	X	X	X
		20K104	P.S./I.S. 104 The Fort Hamilton School	X	X	X	X
		20K164	P.S. 164 Caesar Rodney	X	X	X	
		20K176	P.S. 176 Ovington			X	X
		20K200	P.S. 200 Benson School	X	X	X	X
		20K204	P.S. 204 Vince Lombardi	X	X	X	X
		20K205	P.S. 205 Clarion	X	X	X	X
		20K229	P.S. 229 Dyker	X	X	X	X
		20K686*	Brooklyn School of Inquiry	X	X	X	X
		20K748	P.S. 748 Brooklyn School for Global Scholars		X	X	X
	21	21K095	P.S. 095 The Gravesend	X	X	X	X
		21K099	P.S. 099 Isaac Asimov	X	X	X	X
		21K215	P.S. 215 Morris H. Weiss	X	X	X	X
	22	22K052	P.S. 052 Sheepshead Bay	X	X	X	X
		22K109	P.S. 109		X	X	X
		22K193	P.S. 193 Gil Hodges	X	X	X	X
		22K195	P.S. 195 Manhattan Beach	X	X	X	X
		22K197	P.S. 197 - The Kings Highway Academy	X			
		22K236	P.S. 236 Mill Basin	X	X	X	X
Queens	24	24Q016	P.S. Q016 The Nancy DeBenedittis School				X
		24Q068	P.S. 068 Cambridge		X	X	
		24Q119	I.S. 119 The Glendale	X	X	X	
		24Q153	P.S. 153 Maspeth Elem	X	X	X	X
		24Q229	P.S. 229 Emanuel Kaplan	X	X	X	X
		24Q290	A.C.E. Academy for Scholars at the Geraldine Ferraro Campus	X	X	X	X
		24Q330	P.S. 330	X	X	X	
	25	25Q021	P.S. 021 Edward Hart	X	X	X	X
		25Q032	P.S. 032 State Street	X	X	X	X
		25Q079	P.S. 079 Francis Lewis	X	X	X	X
		25Q165	P.S. 165 Edith K. Bergtraum	X	X	X	X
		25Q193	P.S. 193 Alfred J. Kennedy		X	X	
		25Q209	P.S. 209 Clearview Gardens	X			X
		25Q214	P.S. 214 Cadwallader Colden	X	X	X	
	26	26Q018	P.S. 018 Winchester	X	X	X	X
		26Q115	P.S. 115 Glen Oaks	X	X	X	X
		26Q133	P.S. 133 Queens	X			
		26Q188	P.S. 188 Kingsbury	X	X	X	X
		26Q203	P.S. 203 Oakland Gardens	X	X	X	X
	27	27Q108	P.S. 108 Captain Vincent G. Fowler	X	X	X	X
		27Q232	P.S. 232 Lindenwood			X	X

*current Citywide G&T program

Borough	District	DBN	School name	K	1st	2nd	3rd
Queens	28	28Q121	P.S. 121 Queens	X	X	X	
		28Q144	P.S. 144 Col Jeromus Remsen	X	X	X	X
		28Q174	P.S. 174 William Sidney Mount	X	X	X	X
		28Q220	P.S. 220 Edward Mandel	X	X	X	X
	29	29Q176	P.S. 176 Cambria Heights	X	X	X	X
	30	30Q085*	P.S. 085 Judge Charles Vallone	X	X	X	X
		30Q122	P.S. 122 Mamie Fay	X	X	X	X
		30Q150	P.S. 150 Queens	X	X	X	X
		30Q166	P.S. 166 Henry Gradstein	X	X	X	X
		30Q300*	The 30th Avenue School (G&T Citywide)	X	X		
Staten Island	31	31R003	P.S. 003 The Margaret Gioiosa School	X	X	X	X
		31R008	P.S. 8 Shirlee Solomon	X	X	X	
		31R029	P.S. 029 Bardwell			X	X
		31R042	P.S. 042 Eltingville	X			
		31R050	P.S. 050 Frank Hankinson	X	X	X	X
		31R053	P.S. 053 Bay Terrace	X	X	X	
		31R060	P.S. 060 Alice Austen	X	X		
		31R069	P.S. 069 Daniel D. Tompkins		X	X	X
Brooklyn	32	32K376	P.S. 376	X	X	X	X

*current Citywide G&T program

Transportation

Placement in a G&T program does not guarantee school bus service. Transportation for G&T programs follows the same rules as the rest of general education. In particular, if the program your child attends is in a different district than where you live, school bus transportation will not be available, but the NYCDOE will provide your child with a MetroCard. If the program your child attends is in the district where you live, the NYCDOE will use the table below to determine whether or not your child gets free transportation.

Grade Level	Walking Distance from Child's Home to School		
	Less than ½ mile	½ mile or more, but less than 1 mile	1 mile or more
K – 2	Half-fare MTA bus pass	Either Yellow Bus or MetroCard	Either Yellow Bus or Metrocard
3 – 4	No transportation is provided	Half-fare MTA bus pass	

If your child's grade and distance from school falls into a box above for "Either Yellow Bus or MetroCard" category, your child will get a yellow school bus if:

1. The school has applied to the Office of Pupil Transportation for yellow bus service;
2. The student lives in the same district as the school; and
3. The NYCDOE can reach the student and at least 10 other students on a bus route that does not exceed 5 miles in length.

Eligible students who do not meet these criteria get a MetroCard. This means that an eligible kindergartener will get a MetroCard if he/she goes to school in another district or lives so far from the school that the NYCDOE cannot create an 11-person/5-mile bus route. Parents in the larger school districts such as 31 (Staten Island) or the larger districts in Queens should pay particular attention to this since students in these areas often cannot be reached on a 5-mile route.

There is one transportation exception. Students who attend one of the five Citywide G&T programs do not have to live in the same district as their school to be considered eligible for transportation; however, they must live in the same borough. All other eligibility rules apply. For information about current bus stops at specific schools, please contact the school directly.

For additional information about transportation eligibility, please visit:
nyc.gov/schools/Offices/Transportation/ParentResources/GeneralEducationEligibility

Notes

Department of Education

Gifted & Talented (G&T) Request for Testing Form

Request to determine eligibility to apply for G&T programs for the 2015-2016 school year
For placement in kindergarten through third grade

Only parents/guardians who are current New York City residents may submit a Request for Testing (RFT) form for their child to determine eligibility to apply for placement into a Gifted & Talented (G&T) program. You must complete either an online form or this paper form. Please follow the submission instructions below.

The deadline to submit the RFT is Friday, November 7, 2014.

Submission Instructions

Submit Online: All families are encouraged to submit the request online at: nyc.gov/schools/gt.

Submit a Paper Request: Please review the paper submission instructions on the following page as well as deadline information above. Requests submitted to the Department of Education by mail will not be accepted.

Current Public School Students in Grades Pre-K - 2 (not including charter schools) must submit this form to their school by the deadline noted above.

Current Non-Public and Charter School Students must submit this form to one of the Enrollment Offices listed on the back of this form by the deadline.

If you are a current Pre-K, Non-Public or Charter School student and you have a conflict with all weekend test dates listed, please see reverse and check here ❒

Student Information *Please print clearly in blue or black ink only.*

Student First Name | **Student Last Name** | **Student Middle Initial** | **Date of Birth (mm/dd/yyyy)**

OSIS #/Student ID # (if applicable)

Student Current Grade: ❒ Not Enrolled ❒ PK ❒ K ❒ 1 ❒ 2

Grade in 2015-2016: ❒ K ❒ 1 ❒ 2 ❒ 3

Gender (optional): ❒ M ❒ F

House # | **Street Name** | **Apartment #** | **Borough**: ❒ Bronx ❒ Brooklyn ❒ Manhattan ❒ Queens ❒ Staten Island | **State**: NY | **Zip Code**

Current School Status Child is currently enrolled in which of the following? (Select one only.)
❒ NYC Public School (non-charter) ❒ NYC Charter School ❒Community-Based Early Childhood Center (CBECC) pre-k program ❒ Private/Parochial School ❒ Not enrolled in school

Current School Name | **6-Digit DBN or School Code** (if known)

Testing Services Information

In which language would you like your child to be tested? (Select one only.)
❒ English ❒ Arabic ❒ Bengali ❒French ❒ Cantonese ❒ Mandarin ❒ Haitian-Creole ❒ Korean ❒ Russian ❒ Spanish ❒Urdu

Does your child have a visual impairment which requires a large print book for assessment? ❒ Yes ❒ No

Does your child have a hearing impairment which requires the use of an FM unit for assessment? ❒ Yes ❒ No

Twins or Other Siblings with Same Year of Birth

Does this applicant have a sibling with the same birth year as the applicant who is also requesting testing for Gifted & Talented programs? If yes, you must submit an RFT form for each child, and list each of these siblings below.

Sibling	Sibling First Name	Sibling Last Name	Sibling Middle Initial	Date of Birth (mm/dd/yyyy)
1				
2				

Parent/Guardian Information

Parent/Guardian First Name | **Parent/Guardian Last Name** | **Email Address**

Primary Phone Number | **Alternate Phone Number**

I would like my child to be tested in order to determine eligibility to apply to a Gifted & Talented (G&T) program for the 2015-2016 school year. I have read the *Gifted & Talented Program Handbook* and I understand the timeline, assessment, eligibility, placement and transportation criteria pertaining to the Gifted & Talented process. The information I have provided is accurate and truthful. I will use my best efforts to ensure that my child attends the assigned test administration.

Parent/Guardian Signature: _____ Date: _____

Department of Education

Gifted & Talented (G&T) Request for Testing Instructions

Please read the below instructions carefully. Students will be tested only if a Request for Testing (RFT) form is submitted by the deadline: **Friday, November 7, 2014**. Be sure to keep your receipt; if your request is not received, you will need to provide proof that it was submitted on time in order to be included in the testing process.

Online RFT Submission Instructions:

- The online RFT form takes only a few minutes to complete and is available at nyc.gov/schools/GT. All families are allowed to use the online process. Families who apply online will receive email notification that their request has been submitted. Families that do not have access to a computer at home and wish to complete the online RFT can do so at one of the many New York City Public Library locations. Call 311 to find a library in your area. The parent coordinator at your child's school may also be able to assist you.

Paper RFT Submission Instructions:

- Current Public School Students in Grades Pre-K - 2 (not including charter schools) must submit this form to their school by **Friday, November 7, 2014.**
    - Current Public School Pre-K students will be tested on one of the following weekend days: January 10, 11, 17, 18, 24, 25, 31, and February 1, 2015 You will be notified of the exact testing site and date by the Office of Assessment. If for some reason it will not be possible for your child to be tested on a weekend date, please complete and submit the RFT, and contact 212-374-6646 or ServiceCenter@schools.nyc.gov.
    - Current Public School Students in Grades K-2 (not including charter schools) will be tested at their current school between January 8, 2015 and February 6, 2015. Your school will notify you of the exact testing date.
- Current Non-Public and Charter School Students must submit this form to one of the Enrollment Offices listed below no later than **Friday, November 7, 2014**. Non-public and Charter school students will be tested on one of the following weekend days: January 10, 11, 17, 18, 24, 25, 31, and February 1, 2015. You will be notified of the exact test site and date by the Office of Assessment. If for some reason it will not be possible for your child to be tested on a weekend date, please complete and submit the form, and contact 212-374-6646 or ServiceCenter@schools.nyc.gov.

Enrollment Offices are open from 8:00 AM – 3:00 PM, Monday – Friday. If you have any questions, call 718-935-2009.

Borough	Enrollment Office Address
Bronx	1 Fordham Plaza, 7th Floor Bronx, NY 10458
	1230 Zerega Avenue Bronx, NY 10462
Brooklyn	1780 Ocean Avenue Brooklyn, NY 11230
	415 89th Street Brooklyn, NY 11209
	29 Fort Greene Place Brooklyn, NY 11217
	1665 St. Mark's Avenue Brooklyn, NY 11233
	131 Livingston Street Brooklyn, NY 11201

Borough	Enrollment Office Address
Manhattan	333 Seventh Avenue, 12th Floor New York, NY 10001
	388 West 125th Street, 7th Floor New York, NY 10027
Queens	28-11 Queens Plaza North Long Island City, NY 11101
	30-48 Linden Place Flushing, NY 11354
	90-27 Sutphin Boulevard Jamaica, NY 11435
Staten Island	715 Ocean Terrace, Building A Staten Island, NY 10301

NYC Department of Education
Carmen Fariña, Chancellor

Gifted & Talented

Assessment Program (GTAP)
Practice Test
Directions For Administering

For students born in 2007 or earlier

ALWAYS LEARNING

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Part 1

Nonverbal Practice Test Directions For Administering

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Specific Directions for Administering

Beginning the Practice Test

1. Ensure the following:
   a. The desk or table is cleared of books and other materials not related to the practice test.
   b. Your child is comfortably seated.
   c. Your child has two No. 2 soft-lead pencils with erasers.

2. Hand your child the New York City Gifted and Talented practice test.

3. Read the following boldface instructions exactly as they are written. If necessary, you may supplement the directions with your own explanations. The text that is not bold is further instruction for you and should not be read aloud.

4. For your convenience, correct responses to the questions are printed at the back of these directions.

Administering the Nonverbal Practice Test:

Say **Open your test booklet to page 1 and look at the pictures.**

Hold up the test booklet with the first pages visible.

Say **Look at what the boy is doing.**

Give your child about 10–15 seconds to look at the pictorial direction.

Say **He is looking for the answer.**

Answer any questions about what the boy is doing.

Say **Number 2 is the answer because it is a blue square. He is filling in the circle under that answer.**

Point to the answer location.

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Say **In this booklet there are some questions to answer. Look at each one carefully and find the missing piece that belongs in the box with the question mark. Do not spend too much time on any one picture. Do as many as you can. If you want to change your answer, erase the mark you made and fill in the circle for your new answer. When you come to the "Stop" sign, do not go any further. Are there any questions?**

Answer all questions.

Say **You may begin.**

Provide as much help as needed so that your child becomes familiar with the different types of items. Do not write down start or stop times or announce them to your child.

When your child has finished the nonverbal practice test,

Say **Stop. Put down your pencil and close your test booklet.**

Let your child take a short break before beginning the verbal practice test.

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Part 2

Verbal Practice Test Directions For Administering

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Directions for Administering the Verbal Practice Test

The purpose of this Practice Test is to prepare your child to take the New York City Gifted and Talented verbal assessment and become familiar with the types of questions that appear on the test. Your child will learn to recognize line finders, to follow a row across the page from left to right, to mark answers properly, and to change answers when necessary.

The Practice Test is not scored. Therefore, your child should be given as much help as needed to complete the questions successfully. For most effective use, the Practice Test should be administered approximately one week before the regular test administration. For your convenience, correct responses to the questions are printed at the back of these directions.

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Specific Directions for Administering

All directions to be read to your child are in bold type. Directions to the parent (not to be read aloud) are in regular type. If you make a mistake in reading a question during the test, stop and say, "No, that is wrong. Listen again." Then read the question or direction correctly.

Say **We are going to work some different problems now. You will probably find them to be interesting and unusual, like puzzles. Mark your answers in your booklet. We will discuss each problem as we go along, so that you will understand how they all work.**

Open your booklet to the first page of the next part of the test.

Make sure that your child has opened the booklet correctly and has the first page of the verbal practice test showing.

Say

1 **Find the group of pictures at the top of the page by the number 1. When pictures go across the page like this, we say they are in a row.**

Demonstrate by moving your finger across the page from left to right.

Say **Now look at question 1. The picture at the beginning of the row shows Gloria and her friends. They have just enough crackers to have two each. In the next part of the row, mark under the picture that shows how many crackers they have all together.**

Pause while your child marks the answer.

Say **Which space did you mark?**

Pause for reply.

Say **Yes, you should have marked the space under the third picture. For Gloria and her friends to have two crackers each, there would need to be eight crackers. You can see that the arithmetic isn't hard. You just need to listen carefully. Do you have any questions?**

Answer all questions. Then go to number 2.

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Say

2 **Now go to question 2. Look at the letters in the box at the beginning of the row. Listen to this rule. An X stands for an A, and a C stands for an M. In the next part of the row, mark under the letters that stand for an A and an M. Listen again. An X stands for an A, and a C stands for an M. In the next part of the row, mark under the letters that stand for an A and an M.**

Pause for your child to mark the answer.

Say **Which space did you mark?**

Pause for reply.

Say **You should have marked the answer space under the second set of letters. Since an X stands for an A, we know that the letter X should go first. And a C stands for an M, so the letter C is next. Do you have any questions about what we just did?**

Answer any questions your child may have.

Say

3 **Now look at question 3. Listen. Liz and Matt's lunches are shown in the picture at the beginning of the row. Then Liz ate half of her sandwich and drank all of her juice. Matt only ate his apple. In the next part of the row, mark under the picture that shows Liz and Matt's lunches now.**

Pause while your child marks the answer.

Say **Have you found the answer?**

Pause for reply.

Say **The second picture is the right answer, isn't it? The second picture shows one lunch with half of the sandwich and all of the juice gone and the other lunch with only the apple gone. If you marked a different answer, erase your mark and fill in the space under the second picture.**

Pause for your child to erase and mark the answer correctly.

Say

4 **Look at question 4. Look at the letters in the boxes at the beginning of the row. Listen to what happens. The M moves to where the G is. The J moves to where the F is. The G, the F, and the B drop out. In the next part of the row, mark under the picture that shows how the letters look now. Listen again to what happens. The M moves to where the G is. The J moves to where the F is. The G, the F, and the B drop out. Mark under your answer.**

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Pause while your child marks the answers.

Say **Which space did you mark?**

Pause for reply.

Say **Yes, the third answer is the correct one. You can see that the M has moved to where the G was, the J has moved to where the F was, and the G, F, and B have dropped out. The other answers are wrong because the M and the J are in the wrong places or there are letters in the boxes that should have dropped out. Are there any questions?**

Answer any questions.

Say **Now turn the page. Look at question 5 at the top of the page.**

Say

5 **Look at the three arrows at the beginning of the row. The straight arrow means stand. The curved arrow means sit. The broken arrow means jump. In the next part of the row, mark under the group of arrows that means sit, stand, jump, stand.**

Pause while your child marks the answer.

Say **Which space did you mark?**

Pause for response.

Say **That's right, the first answer is the correct one. It is the only answer with a group of arrows that means sit, stand, jump, stand. Did you mark the first answer?**

Explain question 5 further, if necessary.

Say

6 **Look at the last row. Mark under the picture that shows this: Two tall children wearing hats are behind three short children without hats.**

Pause while your child marks the answer.

Say **Which space did you mark?**

Pause for response.

Say **Yes, the fourth answer is the correct one. It is the only picture with two tall children wearing hats standing behind three short children without hats. Do you understand?**

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Make sure that your child understands question 6.

Say **That is all we will do now. Put your pencil down. In a few days, you will be doing some more problems like these. They will seem familiar to you, because you will remember how they work. Close your booklet so that the front cover is on top.**

Demonstrate. Then collect the test booklet. This concludes the Practice Test.

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List of Correct Responses

Nonverbal Practice Test

1	3
2	3
3	5
4	1
5	4
6	2
7	3
8	3

Verbal Practice Test

1	3
2	2
3	2
4	3
5	1
6	4

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NYC Department of Education
Carmen Fariña, Chancellor

Gifted&Talented

Assessment Program (GTAP) Practice Test

For students born in
2007
or earlier

ALWAYS LEARNING

PEARSON

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Part 1

Nonverbal Practice Test

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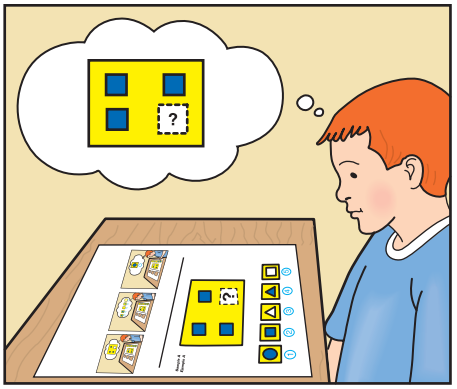

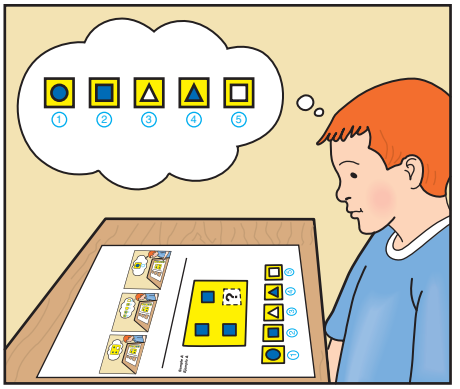

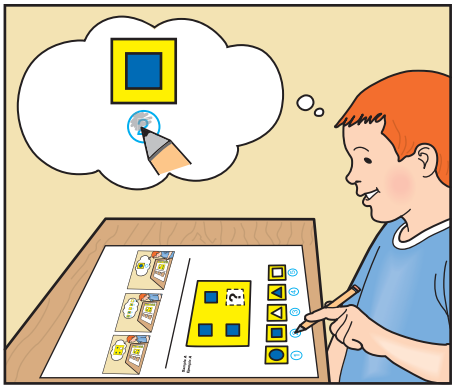

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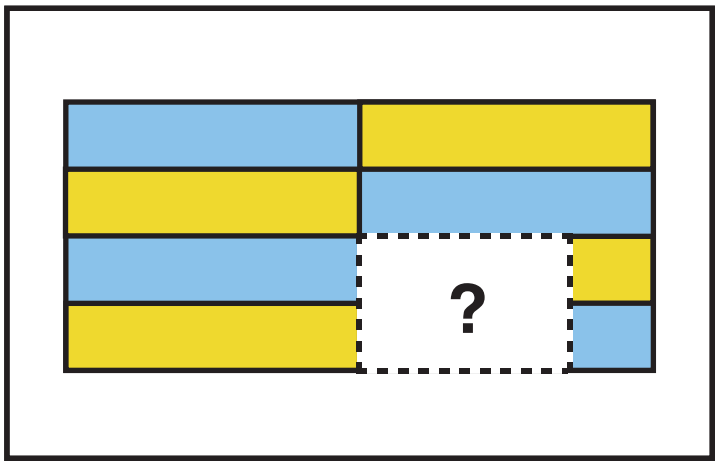

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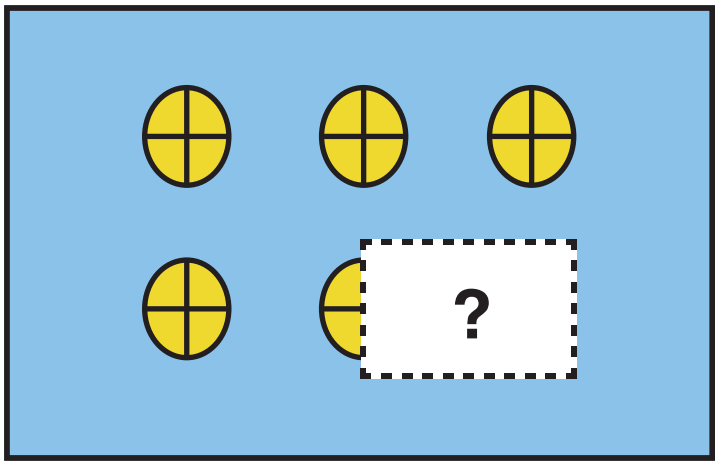

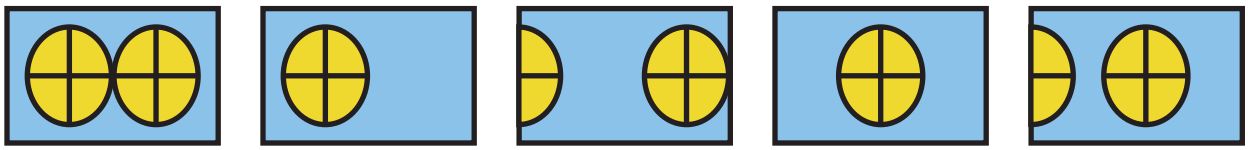

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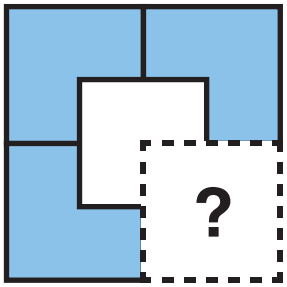

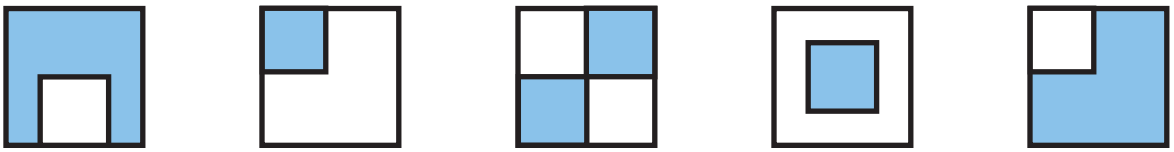

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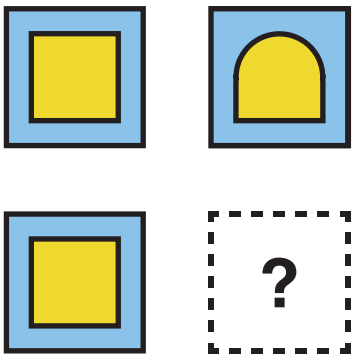

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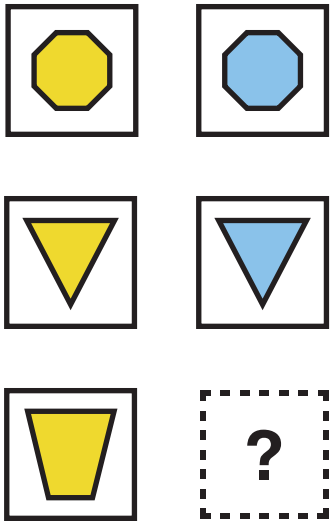

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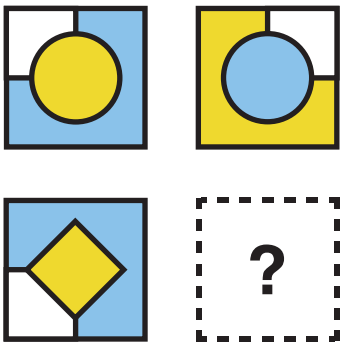

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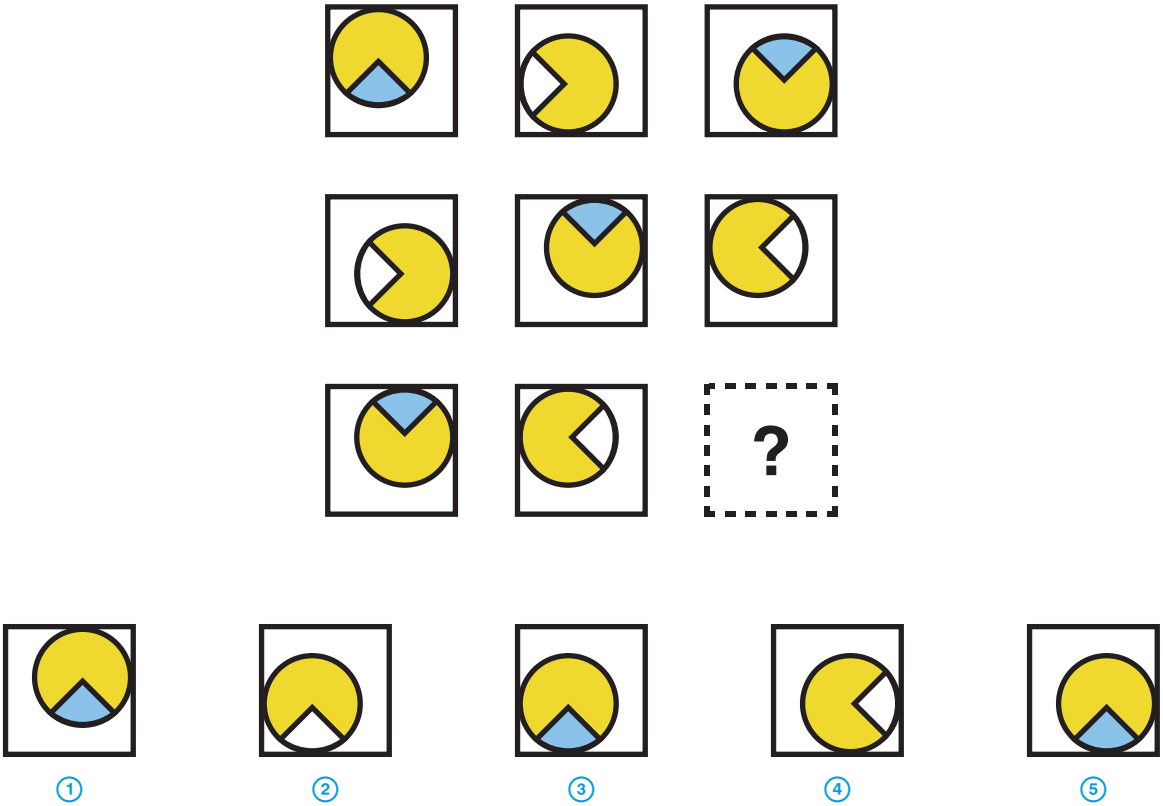

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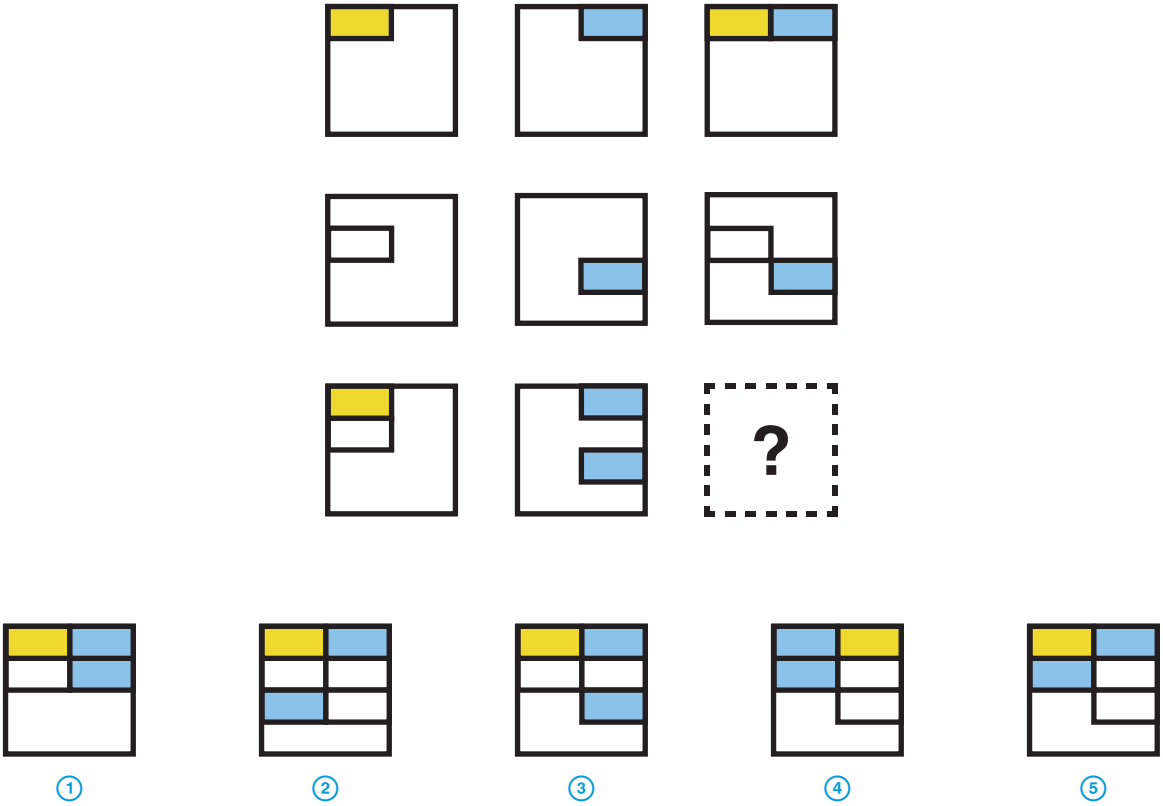

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Part 2

Verbal Practice Test

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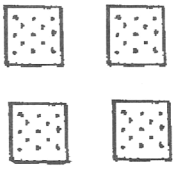
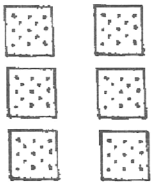
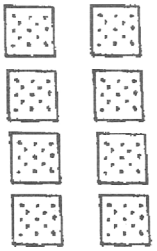
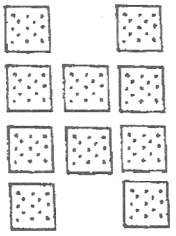
1









2

X M A C

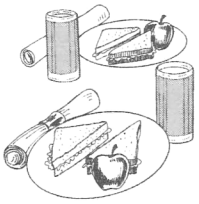
A X

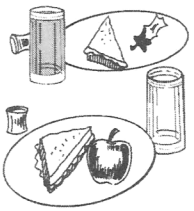
X C

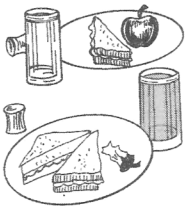
M A

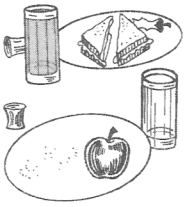
C M

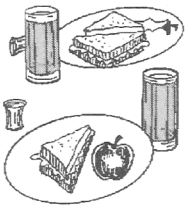
3











4

	M		B
G			
		J	F

			B
M			
			J

J			F
M			B

M			
			J

J			
			M

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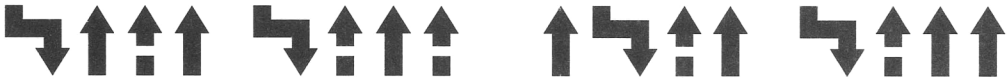
5



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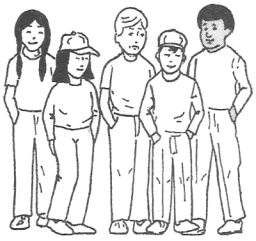

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Notes

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