



SPRING 2024 ADMINISTRATION OF SPANISH READING SBA HIGH SCHOOL SUMMATIVE ASSESSMENT (PAPER-BASED TESTING ONLY)

Important Dates

Initial Ordering Window	Monday, December 4, 2023, 7:00 a.m. MT - Friday, February 9, 2024, 5:00 p.m. MT
<i>Spanish Reading SBA Test Coordinator Manual (TCM) and Test Administrator's Manual (TAM) available online in the Help and Support Page</i>	Wednesday, January 31, 2024
Additional Ordering Window	Monday, March 4, 7:00 a.m. MT - Thursday, May 9, 2024, 5:00 p.m. MT
All PBT Test Materials ordered in the initial ordering window and printed manuals delivered to districts/schools <i>two weeks</i> prior to testing.	Monday, March 11, 2024
Testing Administration Window	Monday, March 25–Friday, May 10, 2024
UPS Pickup Window	Monday, April 1 - Tuesday, May 14, 2024
UPS Pickup Scheduling (in iServices) must occur no later than	Monday, May 13, 2024, 1 p.m. MT

Contact Information

General Administration Questions	Policy Questions
Cognia New Mexico Customer Care Center / Help Desk Team *Telephone: 1-877-676-6722 *Email: nmtechsupport@cognia.org	New Mexico Public Education Department (PED) Assessment Bureau Helpdesk *Telephone: 505-827-5861 *Email: ped.assessment@ped.nm.gov

****The PED should only be contacted by the DTC. Test administrators (TAs) should contact their school test coordinator (STC) or DTC with any questions or concerns.**

