

## BOARD OF TRUSTEES AGENDA

|                                   |                                             |                                  |
|-----------------------------------|---------------------------------------------|----------------------------------|
| <input type="checkbox"/> Workshop | <input checked="" type="checkbox"/> Regular | <input type="checkbox"/> Special |
|-----------------------------------|---------------------------------------------|----------------------------------|

- (A) ☐ Report Only ☐ Recognition

**Presenter(s):**

**Briefly describe the subject of the report or recognition presentation.**

- (B) ☒ Action Item

**Presenter(s):** Timoteo Chaires, Instructional Technology Director

**Briefly describe the action required.**

CONSIDER AND TAKE APPROPRIATE ACTION ON THE REQUEST TO PURCHASE CREDIT BY EXAM TESTS FOR EPISD SECONDARY CAMPUSES FROM TEXAS TECH UNIVERSITY AND THE BOARD DELEGATES THE SUPERINTENDENT OR DESIGNEE THE AUTHORITY TO MAKE RELATED BUDGETED PURCHASES OF GOODS OR SERVICES AS PER BOARD POLICY.

- (C) **Funding source: Identify the source of funds if any are required.**

169 HIGH SCHOOL ALLOTMENT FUNDS.

- (D) **Clarification: Explain any question or issues that might be raised regarding this item.**

CREDIT BY EXAMS ALLOW STUDENTS TO EARN COURSE CREDIT TOWARDS GRADUATION.

# *Eagle Pass Independent School District*

Office of Instructional Technology

649 Webster Street

• Eagle Pass, TX 78852 •

(830) 773-5181

## **MEMORANDUM**

**To:** Samuel Mijares, Superintendent  
**From:** Timoteo Chaires, Jr., Instructional Technology Director  
**Date:** September 23, 2026  
**RE:** Credit by Exam



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The Texas Tech University (TTU) Credit by Exams are being submitted for board approval. Credit by Exams (CBEs) offer appropriate and reliable placement or credit for students in grades K-12. Students may choose to take the exams for credit recovery or acceleration.

Students in grades 6 – 12 who received prior instruction in a subject area but did not receive credit may earn credit by passing an exam (grade of 70% or above) that assesses the student's knowledge and skills in that subject area.

Students in grades K – 12 seeking placement credit in a subject area in which they have not received prior instruction may earn credit by passing these exams with a grade of 80% or above.

Should you have any questions, please do not hesitate to contact our office at ext. 80300.

Approved: \_\_\_\_\_  
Samuel Mijares, Superintendent

# Institutional Testing Services CBE Enrollment Form

## Note:

In order to submit payment through the payment gateway, you must enable cookies in your web browser. If you do not know how to do this, please visit the following link and follow the given instructions for your web browser before continuing: <http://www.wikihow.com/Enable-Cookies-in-Your-Internet-Web-Browser>

\* Required

## INSTRUCTIONS

This form has been created for use by school districts and educational service centers when ordering CBEs in quantity. All exams ordered on this form will be sent to the address listed below. **Please see that students get review material in time to study for their exams.** Use this form to indicate the total number of exams you need for each subject area and total costs.

**Reminder: Students may only take a CBE twice.** If you are ordering for multiple campuses and would like the tests to be bundled together by campus, please use a separate Summary Form for each campus and complete the information at the top of each one.

No refunds will be granted for CBEs.

Requested by Date \*

mm/dd/yyyy 

## COST INFORMATION

Print-based CBEs are \$30.00 each and each order is shipped using FedEx 2-day delivery with no additional cost.

Online CBEs are \$80.00 each (includes online automatic proctoring).

Online District Proctored CBEs are \$30.00 each.

## SHIPPING INFORMATION

Information must be completed by school district official.

School District Official

Name \*

Title \*

Educational Service  
Center or School District  
Name \*

Campus Address

Street Address \*

Street Address Line 2

City \*

County (TX only)

State / Province \*

Postal / Zip Code

Phone \*

Contact Person's Name \*

E-mail Address \*

**CONTACT INFORMATION**

Information must be completed by school district official.

**Copy Shipping Information**

School District Official

Name \*

Title \*

Educational Service  
Center or School District  
Name \*

Address

Street Address \*

Street Address Line 2

City \*

County (TX only)

State / Province \*

Postal / Zip Code

Phone \*

E-mail Address \*

**SUMMARY FORMS**

If you are an Educational Service Center ordering for multiple school districts, use one form per district. If you are a school district ordering for multiple campuses, use one form per campus. If you don't need your exams sorted by districts or campuses, you may use only one form.

**Summary Form 1****Sorting Options**

Campus Name \*

Campus Address

Street Address \*

Street Address Line 2

City \*

County (TX only)

State / Province \*

Postal / Zip Code

## Credit By Exams

|    | Name of Credit by Examination | Number Needed | Format | Cost   |
|----|-------------------------------|---------------|--------|--------|
| 1  |                               |               |        | \$0.00 |
| 2  |                               |               |        | \$0.00 |
| 3  |                               |               |        | \$0.00 |
| 4  |                               |               |        | \$0.00 |
| 5  |                               |               |        | \$0.00 |
| 6  |                               |               |        | \$0.00 |
| 7  |                               |               |        | \$0.00 |
| 8  |                               |               |        | \$0.00 |
| 9  |                               |               |        | \$0.00 |
| 10 |                               |               |        | \$0.00 |
| 11 |                               |               |        | \$0.00 |
| 12 |                               |               |        | \$0.00 |
| 13 |                               |               |        | \$0.00 |
| 14 |                               |               |        | \$0.00 |
| 15 |                               |               |        | \$0.00 |

Add CBE

Total \$0.00

**Add Summary Form**

Only use if purchasing for multiple campuses

CBE Order Grand Total \$0.00

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**Mailing Address:**

Attention: TTU K-12  
Texas Tech University  
PO Box 42191  
Lubbock, TX 79409

**Physical Address:**

Attention: TTU K-12  
TTU Plaza Building  
1901 University Avenue, Suite 501  
PO Box 42191  
Lubbock, TX 79410

**TTU K-12 Email:**ttuk12@ttu.edu

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Questions? Contact TTU K-12.

By clicking one of the following buttons, you are electronically authorizing this Institutional Testing Services Enrollment Form to be submitted.

Purchase Order Number

☐ I accept that all CBE fees are non-refundable. \***Pay with Purchase Order****Pay with Credit Card**