

Para Pro Assessment Frequently Asked Questions

- 1) **Question:** I currently work at a Title I School. Do I have to pay to take the Para Pro Test?
Answer: Title I funds will pay for the first 3 test attempts. Employees at Title I Schools must bring evidence of their work location to the Para Pro Testing Center. After the 3rd attempt, you will be responsible for submitting a \$40 test fee for each attempt. The testing fee must be in the form of a check or money order. Checks should be made out to Hillsborough County Public Schools.
- 2) **Question:** I am currently employed at a Non-Title I School and wish to take the Para Pro Test. What are the procedures?
Answer: You may take the Para Pro Test at one of the 2 testing centers in the district. (Below is a schedule) A \$40 testing fee will be collected prior to each test-taking attempt. If you pass the assessment, you must notify the hiring site's principal and provide test results to Human Resources (see question #4) in order to validate employment eligibility.

Testing Centers/ Hours of Operation

****Note: The Para Pro Test will take up to 2 1/2 hours to complete. Be sure to arrive at the testing center at least 3 hours before closing in order to complete the test.*

Town and Country Elementary, Media Center 6025 Hanley Road, Tampa

Contact: Dennis Reed

- Week of July 10- 8:00-4:00 (Monday-Friday)
- Week of July 17- 8:00-4:00 (Monday-Friday)
- Beginning the Week of July 24- 3:00-6:00 (Monday, Wednesday, Thursday each week)

Area 1 Office (Training Portable)

2802 Paxton Avenue, Tampa

Contact: John Ellison

- Tuesdays and Thursdays- 5:00-8:00pm (weekly)

Burney Elementary, Media Center

901 S. Evers St.

Plant City, FL 33566

Contact: Lenora Burrows

- Mondays- 3:00-6:00pm (weekly)

- 3) **Question:** I am currently not employed by the Hillsborough County School district, but wish to become eligible for an Instructional Paraprofessional position at a Title I School. What procedures must I follow?
Answer: If you do not have 60 hours of college credit or an AA Degree, then you must take the Para Pro test. You may take the Para Pro Test at one of the 2 testing centers in the district. A \$40 testing fee will be collected prior to each test-taking attempt. If you pass the assessment, you must notify the hiring site's principal and provide test results to Human Resources (see question #4) in order to validate employment eligibility.
- 4) **Question:** Who is responsible for processing the results of the Para Pro test?
Answer: It will be the responsibility of the employee or prospective employee to provide Human Resources with documentation showing a passing score on the Para Pro test. Documentation of a passing score on the Para Pro test will need to be submitted to:

**Application Center
Attention: Personnel Analyst
Velasco Services Center
1202 E. Palm Ave.
Tampa Florida 33605**

By presenting or submitting this information, the district employee's file will be updated and the prospective employee's applicant file will be updated.

- 5) **Question:** What is the passing score for the Para Pro Test?
Answer: Currently the passing score for the Para Pro Test is a 457 or higher.
- 6) **Question:** In the past, paras who took the Para Pro test were compensated for study time and for taking the test. Is that still the procedure?
Answer: Since all test takers are now seeking employment for a position rather than maintaining current employment status, test takers will no longer be compensated for study time or for taking the Para Pro test.
- 7) **Question:** How many times am I permitted to or how frequently may I take the Para Pro Test?
Answer: An applicant or employee is permitted to take the Para Pro Assessment as many times and as frequently as is needed.
- 8) **Question:** How long is the test?
Answer: The test takes approximately 2 ½ hours to complete. You must appear and sign-in at the testing center no later than 3 hours before the testing center closes to be permitted to test on that day.