

USBE Exceptional Accommodation Request Form for Assessment

Instructions

If a student with a disability requires an exceptional or non-typical accommodation for participation in the statewide summative assessment as outlined in the student's educational plan for assessment (i.e., IEP, 504 Plan, Plan for Student Learning English), this request form must be completed and emailed to the Utah State Board of Education (USBE).

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Please submit the form at least 3–4 weeks prior to testing to ensure a timely response. Keep a copy of this form in the student's file (i.e., IEP, school).

Testing Year:

What school year is this accommodation for? (Example: 2024-2025)

Contact Information:

District/Charter Name Date

School Name Student State ID (SSID)

School Telephone Student's Grade

Student's expected Test Date

Type of Accommodation Being Requested:

Give a detailed description about why and how the accommodation has been used for classroom instruction:

Indicate Type of Plan

- IEP
- 504 Plan
- Accommodation for an EL Student

Assessment and Subject(s) Requiring an Excpetional Accommodation

Assessment Name:

Subject(s):

By signing and submitting this form to USBE for consideration for the excpetional accommodations request, the principal/designee and LEA assure that:

- This accommodation is documented on the student's educational plan.
- This accommodation is used regularly and with fidelity for routine class instruction and assessment.

Principal/Designee Signature:

Date: