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MEMORANDUM

TO: District Assessment Coordinators
District Exceptional Student Education Directors

FROM: Victoria Ash, Chief
Bureau of K-12 Assessment

DATE: June 19, 2009

SUBJECT: **Fall 2009 FCAT Unique Accommodations Requests**

The purpose of this memorandum is to provide information about the process and deadline for requesting unique accommodations for the Fall 2009 FCAT Reading and Mathematics Retake administrations. A student with disabilities who has an Individual Educational Plan (IEP) or a Section 504 plan may be eligible for unique accommodations; however, these must be accommodations that the student uses regularly during classroom instruction and must not alter the concepts being assessed.

Written requests for unique accommodations must be submitted on the FCAT Unique Accommodation Request Form. Requests should be reviewed and submitted by district-level staff, and require the signatures of both the District Assessment Coordinator and the District ESE Director.

Students with both visual and tactile disabilities may be eligible for auditory presentation of reading assessments, including reading passages. Requests for this accommodation must be submitted using the FCAT Unique Accommodation Request Form, to which must be attached all of the requested documentation listed in Attachment A, the Request for Auditory Presentation of State Reading Assessments.

The deadline for requesting unique accommodations for the Fall 2009 Retake administration, including auditory presentation of reading tests, is **August 14, 2009**.

CORNELIA S. ORR, PH.D.
ASSISTANT DEPUTY COMMISSIONER
ACCOUNTABILITY, RESEARCH, AND MEASUREMENT
OFFICE OF ASSESSMENT

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The screen reader accommodation is available for students in schools administering the computer-based Mathematics Retake. **You are not required to complete a unique accommodations request for the screen reader that is available on the computer-based Mathematics Retake.** Because there is no CD or software required for the accommodation on the new computer-based system, the screen reader will be treated as a flexible presentation accommodation.

Please send all requests for unique FCAT accommodations to:

Florida Department of Education
Bureau of K-12 Assessment
Attention: Tamika Brinson
325 West Gaines Street, Suite 401
Tallahassee, FL 32399
Fax 850.245.0781

If you have questions concerning FCAT administration, contact Tamika at (850) 245-0786 or at tamika.brinson@fldoe.org.

cc: District Student Services Directors