

CHECKLIST FOR PROCEDURES FOR SPECIAL EXEMPTION FROM GRADUATION TEST REQUIREMENTS FOR STUDENTS WITH DISABILITIES SEEKING A STANDARD HIGH SCHOOL DIPLOMA (*RULE 6A-1.09431, FAC*)



Request Requirements: A request may be made to the Commissioner for an exemption under extraordinary circumstances for a student with a disability with an individual educational plan (IEP) (learning process deficits and cognitive deficits do **not** constitute extraordinary circumstances). The student may be exempt from any or all sections of the test required for high school graduation with a standard diploma. The written request must

- come from the district school superintendent at least one semester before the anticipated graduation date submitted on district letterhead via US mail to Dr. Cornelia Orr, Florida Department of Education, Office of Assessment and School Performance, 325 West Gaines Street, Suite 414, Tallahassee, FL 32399-0400
- be due to extraordinary circumstances that would cause the test to reflect the student's impaired sensory, manual, or speaking skills rather than the student's achievement
- include the following documentation:
 - ___ a written description of the student's disabling condition, including a specific description of the student's impaired sensory, manual, or speaking skills and the extraordinary circumstances of the request
 - ___ written documentation of the most recent and other available re-evaluation or psychological reports and course transcript
 - ___ a written description of the disability's effect on the student's achievement
 - ___ a written description of accommodations or modifications provided in the student's high school course of study
 - ___ written evidence that the student has had the opportunity to learn the skills being tested, has been prepared to participate in the testing program, and has been provided appropriate test accommodations
 - ___ written evidence that the manifestation of the student's disability prohibits the student from responding to the written test even when the appropriate accommodations are provided, so that the result of the testing reflects the student's impaired sensory, manual, or speaking skills rather than the student's achievement
 - ___ written description of academic accomplishments indicating mastery of skills assessed on the graduation test.

Note: Students who are granted an exemption must meet all other criteria for graduation with a standard diploma.