

REQUESTING UNIQUE ACCOMMODATIONS ON STATE ASSESSMENTS FOR STUDENTS WITH DISABILITIES (RULE 6A-1.0943, FAC)

Eligible Students: Students with disabilities who have individual educational plans (IEPs) or 504 plans are eligible for consideration for unique accommodations on state assessments. A unique accommodation is an accommodation that requires changes or alterations to the test materials/booklet or media presentation. The unique accommodation must be one that is regularly used by the student for classroom instruction, must be on the student's IEP, and must not alter the underlying content of the assessment. The requested accommodation must not impact the reliability or validity of the test.

Request Requirements: A request may be made by the district's assessment coordinator for a unique accommodation for a student with a disability on any or all subject areas of the state assessment. The written request must:

- Be submitted on a Unique Accommodation Form via fax or US mail to Victoria Ash, Florida Department of Education, Office of Assessment and School Performance, 325 West Gaines Street, Suite 414, Tallahassee, Florida 32399-0400
- Be due to the student's need for an accommodation, including the expanded accommodations, which would enable the student to demonstrate mastery of the Sunshine State Standards on the state assessment
- Include the following documentation:
 - A completed Unique Accommodation Form with the signatures of both the district Assessment Coordinator and the district Exceptional Student Education Director
 - A copy of the most recent IEP/504 plan

Commissioner of Education's Approval: Upon receipt of the written request, the evidence will be reviewed and a recommendation will be made to the Commissioner of Education. The Commissioner shall determine whether sufficient documentation has been provided and may request additional information. If the Commissioner of Education approves the recommendation, the unique accommodation will be approved for use on one or more subject areas of the assessment.