Eligibility Policy for Students to Take and Retake the Technical Skills Assessment (TSA)

Updated March 2024

1. **In a traditional or block schedule, a student should take the test when completing two courses** for one credit each in a single CTE program or when completing three courses for one credit each in a single CTE program. <u>A student can only take the test one time.</u>

2. **If a district adds a course(s) to a single program beyond the state's designated course sequence,** it will be the district's decision as to when the student will take the test, i.e., after the second, third, or fourth course. <u>A student can only take the test one time.</u>

3. **If a student fails the test, they can retake the test the next year prior to graduation** if they take another course in the same program sequence or participate in a work-based learning opportunity such as an internship. Special arrangements must be made with ADE/CTE to make this request. <u>The last score counts.</u>

4. **If an IEP or 504 plan states that the student can take the test more than one time,** they can retake the test in the current or next school year prior to graduation through special arrangements with ADE/CTE. <u>The last score counts.</u>

   Note: To request that a student retake the TSA as mentioned in policy statements 3 and 4, please go to the TSA Dashboard/Change Request and complete the request form. You will be notified as to approval. Please contact us at 602-542-5452 or CTEAssessmentHelp@azed.gov.